



Middlebury Bread Loaf
School of English

2019 Annual Security and Fire Safety Report

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Alphabetical Index

AOD	Alcohol and Other Drugs
BAC	Blood Alcohol Content
BLSE	Bread Loaf School of English
BLWC	Bread Loaf Writers Conference
CCRT	Coordinated Community Response Team
CDC	Center for Disease Control
CFTC	Commodity Futures Trading Commission
CSA	Campus Security Authority
CSAC	Counseling Service of Addison County
CST	Central Standard Time
DCF	Department for Children and Families
DEA	Drug Enforcement Administration
DOC	Department of Corrections
DPS	Director of Public Safety
DUI	Driving Under the Influence
EFAP	Employee and Family Assistance Program
EMAT	Emergency Management Auxiliary Team
EMT	Emergency Management Team
ENS	Emergency Notification System
EVP	Executive Vice President
FASD	Fetal Alcohol Spectrum Disorders
FBI	Federal Bureau of Investigation
HIV	Human Immunodeficiency Virus
HRO	Human Relations Officer
ID	Identification
JAO	Judicial Affairs Officer
LGBTQ	Lesbian, Gay, Bisexual, Transgender, Questioning
OTC	Over-the Counter
SANE	Sexual Assault Nurse Examiner
SEC	Securities and Exchange Commission
SMDVS	Sexual Misconduct, Domestic and Dating Violence and Misconduct, and Stalking
TAM	Threat Assessment and Management Team
VAWA	Violence Against Women Act
VCIC	Vermont Crime Information Center
VINE	Victim Information & Notification Everyday
VPAA	Vice President of Academic Affairs
YPLL	Years of Potential Life Loss

Important Numbers

Bread Loaf, Ripton, Vermont

Dial 911

802.443.2911	Bread Loaf Maintenance Emergency Line
802.388.0409	Emergency Line Information (Recordings used by Facilities/HR for updates)
800.489.RAPE	Domestic Violence/Sexual Assault State Wide Emergency number

Public Safety and Local Law Enforcement

802.443.5133	Public Safety Business Line
802.443.5911	Public Safety Emergency Line
802.388.4919	Vermont State Police Department
802.388.7931	Addison County State's Attorney's Office

Health Services and Resources

802.443.5141	Counseling Number
802.388.7641	CSAC (Counseling Service of Addison County)
802.443.5135	Parton Center for Health and Wellness
802.388.4701	University of Vermont Health Network, Porter Medical Center
802.847.0000	University of Vermont Medical Center
802.775.7111	Rutland Regional Medical Center
802.443.5361	Director of Health & Wellness
802.443.5135	SANE (Sexual Assault Nurse Examiner)
802.443.5726	Environmental Health and Safety
800.889.2047	Vermont Legal Aid
800.388.4205	WomenSafe
800.828.6025	Employee and Family Assistance program
800.799.7233	National Domestic Violence Hotline
800.656.HOPE	RAINN (Rape, Abuse, and Incest National Network)
802.863.0003	SafeSpace

Facilities

802.443.5472	Facilities Services
802.443.5792	Chief Diversity Officer
802.443.5465	Human Resources
802.443.5771	Vice President for Student Affairs and Dean of Students
802.443.2012	Alternate Human Relations Officers/Human Resources
802.443.2147	Civil Rights and Title IX Coordinator
802.443.3324	Human Relations Officers
802.443.5741	
802.443.5936 or 802.443.2169	Student Accessibility Services

Important Numbers — Continued

Bread Loaf On Campus Resources

802.443.5418	Bread Loaf School of English Campus Office, June - August
802.443.5286	Bread Loaf Writers' Conference Office, August
802.443.2700	Bread Loaf Inn Front Desk
802.388.7947	Bread Loaf Caretaker's Residence
802.443-2745	Bread Loaf Shop

Introduction

This Annual Security and Fire Safety Report contains information on security programs, policies, procedures, safety practices and fire systems for Middlebury College's Bread Loaf campus in Ripton, Vermont. It also includes statistics for the previous three years concerning reported crimes that occurred on Bread Loaf buildings and property owned or controlled by Middlebury – as well as statistics for reported crimes that occurred on public property within or immediately adjacent to and accessible from the Bread Loaf campus in Ripton, Vermont.

This Annual Security and Fire Safety Report also collects and reports the annual statistics of certain crimes committed at the non-campus buildings and properties owned or controlled by Middlebury that are used in direct support of or in relation to the Bread Loaf School of English's educational purposes, are frequently used by students, and are not within the same reasonably contiguous geographic area of the Bread Loaf, Ripton, Vermont campus. The report collects information on any reports of fires in student residential buildings at the Ripton campus.

This report also contains additional information regarding the Bread Loaf School of English program sites in New Mexico and Oxford, England.

This information has been compiled and released in accordance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (the "Clery Act") and the Violence Against Women Reauthorization Act of 2013, and is produced by the Department of Public Safety. Electronic copies of the Annual Security and Fire Safety Report are distributed via email to all students, faculty, and staff at Middlebury and at the Bread Loaf School of English. Printed copies are available and are provided upon request at the Middlebury Department of Public Safety, 125 Main Street, Middlebury, VT 05753 (email: publicsafety@middlebury.edu or phone: 802-443-5133). The report may also be accessed on the [Department of Public Safety's website](#).

All faculty, staff, and students play important roles in crime prevention. By following safety policies and reporting suspicious or criminal activity to the appropriate authorities in a timely manner, community members can help reduce crime and increase safety.

If you have questions or suggestions about this Annual Security and Fire Safety Report or regarding safety and security at Middlebury, please contact me at (802) 443-5201 or eburchard@middlebury.edu.

Sincerely,

Elizabeth J. Burchard

Director of Public Safety / Associate Dean of the College
125 South Main Street
Middlebury College

Safety and Security – General Information for the Bread Loaf, Ripton, Vermont Campus

During the Bread Loaf School of English (BLSE) and Bread Loaf Writers Conference (BLWC) academic programs in the summer and at other times when programs are hosted at the Bread Loaf, Ripton campus, there is a night watch patrol from 10:00 p.m. to 6:00 a.m. There is no security office on site. The night watch person is available to respond to emergencies. The Bread Loaf campus has a caretaker living on the property year round, and the Bread Loaf School of English administrators live on the campus during the Bread Loaf School of English program in the summer. The Bread Loaf Maintenance Emergency Line is x 2911 from a Bread Loaf phone, or (802) 443-2911 from an outside line. The Bread Loaf Front Desk or the Bread Loaf maintenance offices will answer the line during the day or evening, and after hours the line will roll over and ring at the Middlebury College Public Safety Department in Middlebury, which is staffed at all times during the summer. For additional information about Middlebury's Department of Public Safety please see [Middlebury's College's Annual Security Report](#).

Agreements with Law Enforcement

The Vermont State Police provide law enforcement for Ripton and the Bread Loaf campus. They will respond to the Bread Loaf campus for any police emergency and can be reached by calling 911 from any phone. The Department of Public Safety has a good working relationship with the Vermont State Police, but the two do not have a memorandum of understanding.

Reporting Procedures

An emergency is any immediate threat to life and/or property that requires immediate response from police, fire, or emergency medical services. Examples include: crimes in progress, fire, or a serious injury or illness.

When you need an immediate response at any of the Middlebury programs or anywhere in the United States, **dial 911**.

Reporting an Emergency

- Dial 911.
- Stay on the line with the dispatcher.
- Provide the address, the location, and a description of the emergency.
- Provide the phone number at your location or the cell phone number.
- Describe the incident thoroughly so the dispatcher can send you the appropriate resources.
- If you accidentally misdial, do not hang up. Stay on the line and tell the dispatcher you misdialled. Hanging up may cause emergency personnel to respond and investigate to ensure there is not an emergency.

Accurate and Prompt Reporting

We encourage community members, students, faculty, staff, and guests to immediately report all crimes, suspicious activity, and public safety-related incidents and hazards to the Department of Public Safety and/or Middlebury official and local law enforcement accurately and in a timely manner (see contact information below). This should also be done when a victim elects to, or is unable to, make such a report.

If sexual assault (including rape, fondling, incest, and statutory rape), domestic violence, dating violence, stalking or other crimes occur, staff on the scene will offer the victim services and options for filing a report. All crimes should be reported to the Department of Public Safety, Title IX Coordinator, program director or other designated department or official to ensure inclusion in the annual crime statistics and to aid us in providing timely warning notices to the community as appropriate.

This section contains reporting information for the Bread Loaf campus and its non-campus buildings.

Noncampus Buildings or Property

If a Middlebury or Bread Loaf student, staff member, or faculty member becomes aware of a crime or emergency or needs to make a request for related assistance connected with a non-campus location (that is, any building or property owned or controlled by Middlebury that is used in direct support of Middlebury's educational purposes and which is frequently used by students, but which is not within the same reasonably contiguous geographic area as one of Middlebury's campuses), they are encouraged to contact the police (dial 911). Other contacts are the on-site director or designee or the security or public safety officials responsible for the building or location (see contact information below).

Examples of non-campus buildings or property are those that meet the definition of "non-campus" as described above, such as the Bread Loaf School of English in Santa Fe, New Mexico and Oxford, England. Individuals are encouraged to report crimes to Middlebury departments or officials responsible for security-related issues or administration, and to local police agencies as appropriate and/or required by applicable law.

Clery Crime Reporting

Any student or faculty or staff member who has information about a Clery Act crime is requested to report the crime to the Director of Public Safety (DPS), the Title IX Coordinator, the Department of Public Safety or BLSE director or assistant director (see contact information below) for inclusion in the Clery Act crime statistics and so we can determine whether or not a timely warning is needed (See Timely Warning, below).

Contact Information

For catastrophic emergencies, including medical, fire, smoke, crime, or the carbon monoxide alarm, first call 911 and then the Bread Loaf front desk. After hours, all calls to the front desk will be routed to the Department of Public Safety on the Middlebury College campus in Middlebury, VT.

Please note:

- * On the Bread Loaf, Ripton campus, all telephones have emergency instructions and numbers posted near them.
- * Evacuation procedures are posted on the back of dormitory doors.
- * **Automated external defibrillators** are located in the Inn Lobby and the Bread Loaf Barn social space.

Emergencies (Police, Ambulance, and Fire Department): Dial 911

Department of Public Safety

Middlebury College
125 Main Street
Middlebury, VT 05753
802.443.5133 (Business Line)
802.443.5911 (Emergency Line)
publicsafety@middlebury.edu

Front Desk, Bread Loaf Inn

Ext. 2700 or (802) 443-2700

Bread Loaf School of English

Emily Bartels, Director

4229 Ripton, Route 125
Middlebury, VT 05753
802.443.5418

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Middlebury, VT 05753

802.433.5792

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Telephones on the Bread Loaf, Ripton, Vermont, campus

Incoming calls will be routed through the front desk—(802) 443-2700—when completed before 11 p.m. Calls after 11:00 p.m. are routed to the Department of Public Safety on the Middlebury College campus in Middlebury, VT.

On the Bread Loaf, Ripton-campus, all telephones have emergency instructions and numbers posted near them.

Emergency Phones

There are two exterior emergency phones on the Bread Loaf campus and their locations are listed below:

- at the laundry building near the Barn parking lot,
- at the intersection of Route 125 and College Cross Road near the Annex building.

Anonymous Reporting

Anonymous reports regarding the Bread Loaf, Vermont, campus can be made to the Addison County (Vermont) Crime Stoppers at the number below. Voluntary, confidential reporting of crimes for inclusion in the annual disclosure of crime statistics may be made to the Department of Public Safety at 802.443.5133.

- Addison County Crime Stoppers
 - 1.800.432.5436

Campus Security Authority (CSA)

A Campus Security Authority (CSA) is someone to whom you can report a crime and includes the following groups of individuals and organizations associated with an institution:

- A campus police department or a campus security department of an institution.
- Any individual or individuals who have responsibility for campus security but who do not constitute a campus police department or a campus security department (e.g., an individual who is responsible for monitoring the entrance into institutional property).
- An individual or organization specified in an institution's statement of campus security policy as an individual or organization to which students and employees should report criminal offenses.
- An official of an institution who has significant responsibility for student and campus activities, including but not limited to student housing, student discipline, athletics, and campus judicial proceedings.

The following are CSAs for Bread Loaf:

Middlebury College Department of Public Safety (802-443-5133)
Director, BLSE (Business hours: 802-443-5418; after hours: 802-443-2700)
Associate Director, BLSE (Business hours: 802-443-5418; after hours: 802-443-2700)
Director of Student and Academic Support, BLSE (Business hours: 802-443-5418;
after hours: 802-443-2700)
Night watch staff (Bread Loaf, Ripton, VT) (802-443-2700)
Front Desk Staff, Bread Loaf Inn (Bread Loaf, Ripton, VT) (802-443-2700)
Co-Directors, BLSE, St. Johns' College, Santa Fe, New Mexico (505-995-4084)
Head Tutor, BLSE, Lincoln College, Oxford, England 011.44.1865.279608
Campus Manager (Bread Loaf, Ripton, VT) (802-443-2762 or 802-458-7104; Pager No. 802-749-3456)
Campus Coordinator (BLSE, Ripton, VT) (802-443-5360)
Campus Coordinator (BLSE, Santa Fe, NM) (802-443-5418)
Campus Coordinator (BLSE, Oxford, England) (802-443-5277)

For a complete list of CSAs on the Middlebury College campus in Vermont, please see [Middlebury College's Annual Security Report](#).

You report a crime when you bring it to the attention of a CSA, and that report should be made in good faith. You can also make a report by filing out the online Campus Security Authority crime-report form. This report will be forwarded to the Middlebury College Department of Public Safety. The CSA report form is located on [Middlebury's Department of Public Safety webpage](#).

Confidential Reporting

Campus-based “pastoral counselors” and campus-based “professional counselors,” when acting as such, are not considered campus security authorities and are not required to report crimes for inclusion into the annual disclosure of crime statistics. As a matter of policy, counselors are encouraged to explain to a victim that the counselor could inform Public Safety of the crime solely for statistical purposes, keeping the victim’s name anonymous. If the victim agrees, the counselor would ask the victim to complete a Campus Security Authority form and leave all identifying information blank. Counselors are defined as follows:

1. *Pastoral counselor:* An employee of an institution who is associated with a religious order or denomination, who is recognized by that religious order or denomination as someone who provides confidential counseling and who is functioning within the scope of that recognition as a pastoral counselor.
2. *Professional counselor:* An employee of an institution whose official responsibilities include providing mental health counseling to members of the institution’s community and who is functioning within the scope of the counselor’s license or certification.

Clery Act Crimes that Must be Reported by the CSA and Included in the Annual Security Report

CSAs are responsible for reporting allegations of Clery Act crimes that are reported to them in their capacity as CSAs. CSAs are required to report such crimes to the [Middlebury College Department of Public Safety](#) (802-443-5133) or the [Title IX Coordinator](#) (802-443-2147) so that the crime report can be included in annual crime statistics, and in order to make a timely warning determination (see Timely Warning, below). **We encourage CSAs to use the online [Campus Security Crime Report Form](#), which will be electronically transmitted to the director of Public Safety and the Title IX Coordinator.** In case of an emergency please dial 911 or call Public Safety at 802.443.5911.

Crimes that fall within the scope of the Clery Act and must be reported include the following:

- Murder and non-negligent manslaughter
- Manslaughter by negligence
- Sexual assault/sex offenses (rape, fondling, incest, and statutory rape)
- Robbery
- Aggravated assault
- Burglary
- Motor vehicle theft
- Arson
- Liquor law violation
- Drug law violation
- Weapon law violation
- Hate crimes: any of the serious crimes above (except manslaughter by negligence) and larceny-theft, destruction/damage/vandalism of property, intimidation (threats of injury or violence), or simple assault, if there is evidence that the victim was intentionally selected because of the perpetrator’s bias against the victim on the basis of race, religion, gender, gender identity, sexual orientation, ethnicity, national origin, or disability

- Domestic violence
- Dating violence
- Stalking

Definitions of these crimes can be found in the [Handbook for Campus Safety and Security Reporting](#) or in this Annual Security Report's crime statistics section.

CSAs must also report arrests and referrals for campus disciplinary action for liquor law violations, drug law violations, and weapons law violations (e.g., possession, carrying, etc.).

Timely Warning

The Department of Public Safety, or on site-specific designee at Bread Loaf in Ripton (e.g., director, associate director and/or campus manager), or at a non-campus building, will issue timely warnings regarding reported crimes that are reported to Middlebury or Bread Loaf administrators by CSAs, local law enforcement, or others and that are considered by Middlebury to represent a serious and ongoing threat to students and/or employees at the Bread Loaf campus. Any member of the Bread Loaf community who knows of a crime or reported crime should report that information as soon as possible to the Middlebury College Department of Public Safety and on-site Bread Loaf director or designee so that, if warranted, a timely warning can be issued.

Criminal incidents that might prompt a timely warning include the Clery Act crimes: aggravated assault, arson, burglary, manslaughter by negligence, motor vehicle theft, murder/non-negligent manslaughter, robbery, rape, fondling, incest, statutory rape, domestic violence, dating violence, stalking, and hate crimes, as defined in the Crime Statistics section. Other criminal incidents may prompt a timely warning depending on the circumstances.

Whether to issue a timely warning will be determined on a case-by-case basis in light of all the facts surrounding the reported crime. The determination will be made by the director, associate director and/or campus manager in consultation with the Public Safety director or associate director or their designee. These individuals may, in their discretion, consult with others as deemed appropriate (e.g. vice president for academic affairs and dean of schools, provost, vice president for human resources and chief risk officer, Title IX Coordinator, and the vice president for communications and chief marketing officer). The following criteria will determine whether timely warnings will be issued:

- The nature of the crime
- The continuing danger to the campus community
- The possible risk of compromising law enforcement efforts

The warning will include information that would promote safety and aid in the prevention of similar crimes. Middlebury will withhold as confidential the names and other identifying information of victims.

The warning may be issued via email and may also be posted in Bread Loaf residence halls and dining halls. The director of the Bread Loaf School of English or designee may issue the timely warning by text message when cell service is available. Middlebury or the BLSE director or designee may also issue warnings to the campus community when other situations pose safety concerns (see this handbook's Emergency Response section, below), or otherwise as deemed appropriate.

In its annual letter to local law enforcement agencies, Middlebury requests that local law enforcement inform the institution on an immediate basis of crimes that may require timely warnings.

Daily Crime Log

The Bread Loaf campus in Ripton, VT does not have an on-site security office. Therefore, they do not maintain a crime log. Any crime reported at the Bread Loaf campus or at a non-campus building will be included in the Middlebury Department of Public Safety crime log and can be located at 125 South Main Street, Middlebury, Vermont, 05753. The log is also available for review on the [Public Safety web page](#).

Public Safety publishes the crime log entry, an addition to an entry, or a change in the disposition of the complaint within 2 business days of receipt of the crime report and maintains a printed copy at the office, 125 South Main St., Middlebury, Vermont. This log identifies the nature of the crime, the general location of the crime, the date and time the crime occurred, the date the crime was reported to Public Safety, and the disposition of the complaint, if known. Middlebury is not required to update the disposition of a crime log entry if the disposition changes 60 days after the entry was made in the log.

Exceptions to the crime log entry procedure described above may be made if such disclosure is prohibited by law or would jeopardize the confidentiality of the victim. In addition, Middlebury may temporarily withhold information if there is clear and convincing evidence that the release of information would jeopardize an ongoing investigation, jeopardize the safety of an individual, cause a suspect to flee or evade detection, or result in the destruction of evidence.

Emergency Response

This section describes the procedures that Bread Loaf campus will use to immediately notify the campus community upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on the Bread Loaf campus, the process that Bread Loaf will use to confirm that there is a significant emergency or dangerous situation, to determine the appropriate segment or segments of a campus community to receive a notification, and to determine the content of the notification. In all cases, Bread Loaf will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the applicable notification system, unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or otherwise mitigate the emergency.

General information about emergency response and evacuation procedures for Middlebury College is available on the [Middlebury College web page](#), through the Quick Links Emergency option at the bottom of the home page, or by typing “go/er” in the search box of the homepage.

Members of facilities services working at Bread Loaf, when appropriate, will respond to incidents, attempt to mitigate them, and assess if they pose an immediate threat to the health or safety of the Bread Loaf campus community or to any segment of the campus. Public Safety will assist Facilities Services in summoning additional resources as necessary, including the police, fire department, emergency medical services, and other members of facilities services.

Emergency Notification Procedures

In the event of a confirmed emergency or dangerous situation occurring on or approaching the Bread Loaf campus, the Bread Loaf director (or designee), associate director or Bread Loaf campus manager will confirm the emergency or dangerous situation, identify the area or appropriate segment or segments of the campus community potentially impacted by the emergency, determine the content of the notification and, without delay, use the emergency notification system (ENS) to alert the affected area or campus population. “Confirmation” of the emergency or dangerous situation means that the official(s) identified above have verified that a legitimate emergency or dangerous situation exists. The process for confirming an emergency and determining the appropriate information for the emergency notification

will include direct observation of conditions or incidents, inquiry into the incidents being handled by the police or other authorities in the area, web or news alerts, or reports directly from law enforcement, emergency management agencies, the state of Vermont, the National Weather Service, or other authorities.

The nature of the incident will determine which of the following methods will be employed:

- MiddAlert (RAVE) and MiddAlert.net
- Middlebury College website
- Email to faculty, staff and students

The notification will usually be sent to all Bread Loaf students, faculty, and staff (or to an appropriate segment of the community if the event is limited to a defined part of the Bread Loaf campus) using the MiddAlert system or email. The entire campus community will be notified when there is at least the potential that a very large segment of the community will be affected by a situation or event, or when there is a threat to the operation of the campus as a whole. There will be a continuing assessment of the situation to determine which segments of the campus community should be notified.

Middlebury will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system unless issuing the notification will, in the professional judgment of the Vermont State Police, Ripton Fire Department, the Vermont Department of Health, or other emergency response authorities or federal or state agencies, compromise efforts to assist victims, or to contain, respond to, or otherwise mitigate the emergency.

The Bread Loaf director (or designee) and/or associate director will work with the Public Safety director, associate director, and/or other Middlebury officials, as appropriate, to determine how much information is appropriate to disseminate at different points in time. Typically, the notification will include the incident time, location, type, and recommended actions for safety. The notice will contain safety information for the particular segment of the population taking into account such factors as, for example, whether some people are residents and others are commuting or traveling to the campus.

Individuals authorized to initiate the MiddAlert system include the interim vice president for student affairs and dean of students, vice president for human resources and risk, vice president for communications and chief marketing officer, interim provost, interim vice president for academic affairs and dean of the faculty, director of Public Safety (or DPS supervisor), director of information security and infrastructure, and director of media relations.

Disseminating Emergency Information

The MiddAlert system will be activated on a case-by-case basis. If a major emergency affects the campus, a warning message will be issued using any of the systems available for emergency notification.

- Messages sent to middlebury.edu emails will have the following sender information: RAVE Alert, middlebury@getrave.com.
- Messages sent to cell phones will come from **802.388.0409**.
- Text messages from RAVE will display short, hyphenated numbers (such as 672-83). The text will begin **“MiddAlert.”**
- Public Safety might also send notifications from publicsafety@middlebury.edu.

- Emergency notification may also be completed with the use of phone trees, runners, posted messages, and megaphone or loudspeaker.
- Middlebury will disseminate emergency information to the larger community by contacting the local police, state police, and/or local news agencies.

Adding or Changing Cell Phone Emergency Contact Information

To alert the college community of emergencies or potential emergencies, Public Safety or other appropriate staff may use the RAVE Emergency Notification System (ENS). This system uses the cell phone numbers entered into BannerWeb. Prior to arrival on campus students, faculty and staff are directed to provide their emergency contact information. Students are also directed to enter their cell phone numbers in Banner in order to receive emergency notifications in this manner. Employees are notified that in order to receive RAVE cell phone messages or text messages, they must list their cell phone number in Banner.

To add your cell phone number, log into [BannerWeb](#); select “Personal Information;” and select “Update cell phone for emergency communications.”

Then please review your personal information and be sure your emergency contacts are up to date. Also, in order to recognize the emails, phone calls, or texts from RAVE, please add the numbers above to your phone’s contacts.

Testing Emergency Response and Evacuation Procedures

Middlebury will test the institution’s emergency response and evacuation procedures while the BLSE summer program is in session, including tests that may be announced or unannounced, by the Emergency Notification System (RAVE), and could utilize text, phone, and/or email. Middlebury will publicize its emergency response and evacuation procedures in conjunction with at least one test per summer each year, by directing people to the emergency procedures web pages. Middlebury will document, for each test, a description of the exercise, the date, the time and whether it was announced or unannounced.

Middlebury College’s Emergency Web Alert System

The Emergency Web Alert System can rapidly disseminate emergency information to the college community and general public. Two distinct parts comprise the system.

1. During an emergency, authorized administrators can activate emergency notifications on the College's primary website: www.middlebury.edu. These notifications may display information or redirect people to MiddAlert.net.
2. MiddAlert.net is a high-availability website, hosted by [Google](#) that authorized administrators can use to post current information about emergencies. MiddAlert.net isn’t dependent on the College's IT infrastructure.

Note that ENS messages reference MiddAlert.net as the source for updates about emergencies. People may also choose to subscribe to the [MiddAlert.net feed](http://MiddAlert.net).

Emergency Operations Plan

Middlebury College has an Emergency Management Team (EMT) trained in emergency preparedness and response. The EMT consists of staff members from various college departments and offices who are responsible for operational management during an emergency. The EMT reports to the Crisis Management Team, composed of senior leadership responsible for policy and executive-level decision making during an emergency.

The EMT is supported by the Emergency Management Auxiliary Team (EMAT), employees with specialized roles and responsibilities who are trained in emergency preparedness and response and available to support the EMT as needed.

Team Training

The Emergency Management Team (EMT), the Emergency Management Auxiliary Team (EMAT), and the Threat Assessment and Management Team (TAM) participate in training and exercises. At a minimum, all team members must complete the online course Introduction to the Incident Command System, ICS-100 for Higher Education.

For testing purposes, team members will practice with hypothetical critical incidents and emergencies. They will employ tabletop exercises, functional exercises, and drills that test the utility of emergency operation planning, the team members' preparedness, the team's coordination with external entities, and team members' knowledge, acquisition, and deployment of resources.

Team chairs will schedule training sessions, which occur at least once a year. Training will, when it is practicable, include first responders and other external agencies to test the College's plans and their compatibility with local, regional, or state plans.

Threat Assessment and Management (TAM) Team

The Threat Assessment and Management (TAM) Team assesses risks and formulates responses in situations where an individual's behaviors or statements could indicate a threat to the health or safety of others. TAM seeks to mitigate potential risks before they result in harm.

TAM meets as necessary to discuss cases and implement action plans and follow-up strategies. Middlebury employees trained in behavioral-threat assessment and management compose the team. TAM may assist and support the EMT and EMAT when emergencies involve community members who may pose risks to others.

If you believe someone has committed, or may commit, a violent act; see someone engaging in behavior that could lead to potential violence; or see some other threat to the health or safety of the College community, call Public Safety at 802 443.5911. You can also report incidents to your program director or to anyone on the TAM team. Team members are listed on the team's website at [go/threatassessment](https://middlebury.edu/go/threatassessment).

In case of an immediate emergency, call 911.

General Emergency and Evacuation Procedures

Fire Evacuation

Familiarize yourself with your building's evacuation procedures. Locate the nearest exit and fire extinguisher.

- If you smell smoke or detect a fire, activate the nearest alarm, if possible, and call 911 from a safe location.
- Evacuate as soon as you hear the alarm.
- Before opening any door, use the back of your hand to test its temperature. Also check the doorknob's temperature. If either is hot, leave the door closed, stuff towels or clothes in the cracks, and open a window. Look for another exit.
- If the door isn't hot, open it slowly and be prepared to close it quickly if necessary.
- In a smoke-filled area, keep low to the floor to avoid inhaling smoke.
- If you see or smell smoke in a hall or stairway, use another exit.
- Close doors as you leave.
- Exit the building cautiously. Carry a towel or blanket to protect yourself from flames or smoke.
- If the exit is blocked, return to your room, close the door, open a window, and call for help.
- If there is a fire, don't use any elevators.
- Report to your emergency evacuation point (see Fire Safety section of this handbook) and check in with your program host. Report anyone who might be missing.
- Do not reenter the building until Bread Loaf staff advises that the Fire Department has indicated that it is safe to reenter.

Active Threat

The U.S. Department of Homeland Security defines an active shooter as an individual actively engaged in killing or attempting to kill people in a confined and populated area; in most cases, the victims are chosen at random.

Because active-shooter situations are often over within 10 to 15 minutes, before law enforcement arrives on the scene, individuals must be mentally and physically prepared to survive. (In 2014 Middlebury College began training all students, faculty, and staff in the "Run, Hide, Fight" protocol described below.)

If you are involved in a situation where someone has entered the area, the following is a list of actions that are recommended. These kinds of incidents are unpredictable. The guidelines provided are based on past experiences. Other actions may be necessary. If the individual poses an immediate threat to you, you may need to act using your best judgment.

Run, Hide, Fight*

If you can safely leave the area:

- Exit the building immediately ("Run"). Tell anyone you may encounter to exit the building also.
- Leave the campus if you can safely do so. Attempt to let a supervisor or fellow worker know that you are leaving so that everyone can be accounted for.

- Call 911 and the Middlebury College Department of Public Safety at 802.443.5911.
- Give the dispatcher the following information:
 1. Your name
 2. Location of the incident (be as specific as possible)
 3. Number of armed people involved (if known)
 4. Identification or description of armed persons
 5. Number of persons who may be at risk
 6. Your contact information and location

If you are at immediate risk and exiting the building is not possible:

- Go to the nearest room or office (“Hide”).
- Close and lock the door.
- Cover the door windows.
- Keep quiet and act as if no one is in the room.
- DO NOT answer the door.
- Be aware that a fire alarm might have been pulled by an intruder.
- Identify/obtain an object in the room that can be used to incapacitate the armed person if she/he enters the room.
- If possible, call (or text, but only if you cannot speak safely) 911 and call the Middlebury College Department of Public Safety, 802.443.5911.
- Give the dispatcher the following information:
 1. Your name
 2. Location of the incident (be as specific as possible)
 3. Number of armed people (if known)
 4. Identification or description of armed people
 5. Number of persons who may be at risk
 6. Your contact information and location
- Wait for local police or security to assist you out of the building.

If an armed intruder enters the room and you are in immediate danger:

- Commit mentally to incapacitating the intruder (“Fight”).
- Strike the intruder with an object and continue to strike until the intruder is incapacitated.
- Yell as you fight.
- Call 911 when possible.

*Run, Hide, Fight: Surviving an Active Shooter Event is funded by the Regional Catastrophic Preparedness Grant Program, a Department of Homeland Security initiative (October 2012), produced by the city of Houston Mayor’s Office of Public Safety and Homeland Security. Middlebury College uses it with permission for training purposes.

Earthquake Preparedness

Falling objects cause most injuries during earthquakes, so remove heavy objects from shelves above beds or desks and place them on lower shelves. Secure freestanding cabinets, bookcases, and other tall furniture to the wall. If you can't secure them, place them where they're not likely to fall and cause injury. Desks, chairs, or beds should not be directly next to or under a window. If it is impossible to avoid such an arrangement, sit and sleep with your head away from the windows. Keep plants and other free-swinging objects away from windows so they will not break the windowpane.

At the first indication of an earthquake, **move to a safe area (under sturdy furniture, or braced in an interior door frame or interior corner)**, away from shelves and windows, and keep your face and head covered for protection from broken glass and falling debris. Remember to duck, cover, and hold.

If you're inside, don't rush outside, as there may be hazards from falling debris.

If you're outdoors, stay there. If possible, move to an open area away from buildings, trees, overhead power lines, brick walls, and falling objects. Stay low to the ground and look for hazards that may require moving to a safer area.

If you're in a car, pull over and stop in a safe area away from trees, power lines, bridges, overpasses, and buildings. Stay inside the car. If live wires should fall across the car, remain still until help arrives. Cars are usually well insulated and will provide protection against electricity.

Develop a personal emergency plan. Doing so will increase your personal safety if there is an earthquake, provide necessary resources and training for handling an earthquake's aftermath, and help put family and friends at ease. Keep a flashlight on hand, too, in case of power outages.

After an earthquake, local telephone lines and cellular service may have reduced capacity. Do not make calls immediately after an emergency unless you're in danger. That way, lines can remain available for emergency services.

To stay in contact with your relatives after an emergency, call an out-of-state friend or family member. Ask this person to call your relatives and friends and tell them you are safe.

Campus Security and Access

This policy statement provides information about security of and access to campus facilities, including campus residences, and security considerations used in the maintenance of campus facilities, at the Bread Loaf campus.

Bread Loaf Identification (ID) cards

The Bread Loaf office will issue permanent Middlebury ID cards to new students, faculty and staff. This ID card does not contain a photo. The ID card is required to check out books at the Davis Family Library and to use facilities on the main Middlebury campus (the College libraries, the fitness center, and other athletic facilities). The Middlebury ID number is needed to access Middlebury computer systems. Students should keep their ID cards for subsequent summers.

Building Security

Bread Loaf buildings are not open to the public. All buildings have a security system and those in attendance receive the combination to the keypad lock on their dorm. Outside doors need to be closed and secured at all times. Students must check in at the front desk for the code and at that point can also request a room key.

Dorm rooms can be locked from the inside. Room keys are available upon request from the front desk: roommates must show up together in order to receive keys. Though theft is rare at Bread Loaf, it has occurred, and Bread Loaf does not assume responsibility for stolen personal items.

The Barn on the Bread Loaf campus serves as a place for social gatherings after class hours, when it is not in use for school functions.

The night watch staff are on site overnight (11 p.m. - 7 a.m.) and patrol the BLSE main campus on foot. They also have a driving route for nearby Bread Loaf buildings and the Middlebury Snow Bowl. Problems are reported to the on-site manager.

Maintenance

Facilities services staff and the Bread Loaf caretaker regularly check exterior lighting on pathways and in parking lots as well as the building security systems. Any lighting issues, door locking issues or other security maintenance issues are reported to the Front Desk or to the facilities services staff for repair. Any phone service issues are reported to facilities services and telephone services. Facilities services staff test building emergency systems, including the egress lighting in hallways and stairwells, on a regular basis.

Crime Statistics

The Department of Public Safety is the centralized reporting authority for Middlebury College and the Bread Loaf School of English. All members of the Middlebury College community are encouraged to report criminal incidents to the Department of Public Safety, the director of Public Safety or the Title IX coordinator for inclusion in the Clery Act crime statistics.

The Department of Public Safety collects Clery Act crime statistics from the College's public log, Middlebury College Campus Security Authorities (CSAs), Bread Loaf School of English CSAs, Vermont State Police, and CSAs and local law enforcement at non-campus locations. In an effort to provide members of the campus community with information about campus crime and crime-related problems, the Middlebury College Department of Public Safety, in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act and the Violence Against Women Reauthorization Act of 2013, publish and distribute the crimes statistics in the Bread Loaf School of English's Annual Security Report.

Definitions of Clery Geography Terms

On campus: Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls; and any building or property that is within or reasonably contiguous to the area as identified above, that is owned by the institution but controlled by another person, is frequently used by students, and supports the institutional purposes of the Bread Loaf School of English.

On-campus student housing facility: Any student housing facility that is owned or controlled by the institution, or is located on property that is owned or controlled by the institution, and is within the reasonably contiguous geographic area that takes up the campus is considered an on-campus student housing facility. This definition includes the following types of housing:

- Undergraduate, graduate and married student housing
- Single family houses that are used for student housing
- Summer school(s) student housing

- Buildings that are used for student housing but also have faculty, staff or other individuals living there
- Buildings that are owned by a third party that has a written agreement with the institution to provide student housing
- Housing for officially and not officially recognized student groups that are owned or controlled by the institution or are located on property that the institution owns or controls
- Parking facilities and dining halls that are physically attached to and accessed directly from student housing facilities.

Non-campus building or property: Any building or property owned or controlled by an institution that is used in direct support of, or in relation to, the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution. (Examples: Bread Loaf New Mexico and Bread Loaf Oxford.)

Public property: All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from the Middlebury College campus. There is no public property requirement for non-campus buildings and properties.

"Controlled by": This means that the institution (or an institution-associated entity) directly or indirectly rents, leases, or has some other type of written agreement (including an informal one, such as a letter or an email) for use of a building or property, or a portion of a building or property.

"Reasonably contiguous": This means a building or property the institution owns or controls that is in a location that is considered by students and employees to be, and treated as, part of the campus. This determination is made on a case-by-case basis by taking into consideration the circumstances of the campus and the location.

There are four general categories of crime statistics: criminal offenses, hate crimes, Violence Against Women Act (VAWA) offenses, and arrests and referrals for disciplinary action.

Definitions of Criminal Offenses

Criminal homicide/murder and non-negligent manslaughter: the willful (non-negligent) killing of one human being by another.

Criminal Homicide/Manslaughter by Negligence: The killing of another person through gross negligence.

Sexual Assault (Sex Offenses)

Any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent. This includes attempted sexual assaults. Sexual assault includes rape, fondling, incest, and statutory rape as defined below.

Rape: The penetration, no matter how slight, of the vagina or anus, with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.

Fondling: The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of their age or because of his/her temporary or permanent mental incapacity.

Incest: Sexual intercourse between persons who are related to each other within a degree wherein marriage is prohibited by law.

Statutory rape: Sexual intercourse with a person who is under the statutory age of consent.

Robbery: The taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or putting the victim in fear.

Aggravated assault: An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm. (It is not necessary that injury result from an aggravated assault when a gun, knife, or other weapon that could cause serious personal injury is used).

Burglary: The unlawful entry of a structure to commit a felony or a theft. For reporting purposes this definition includes offenses that are classified by local law enforcement agencies as burglary (any degree); unlawful entry with intent to commit a larceny or felony; breaking and entering with intent to commit a larceny; housebreaking; safecracking; and all attempts to commit any of the aforementioned.

Arson: Any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc.

Motor vehicle theft: The theft or attempted theft of a motor vehicle (e.g., automobile, truck, sport utility vehicle, bus, motorcycle, motor scooters, mopeds, all-terrain vehicles, self-propelled motor homes, snowmobiles, golf carts, motorized wheelchairs, etc.). This includes all cases where motor vehicles are taken by persons not having lawful access even though the vehicles are later abandoned, including joyriding.

Unfounded crimes: For Clery Act purposes a crime can be determined to be *unfounded* only after a full investigation by sworn law enforcement personnel and after the sworn law enforcement officer makes a formal determination that the report is false and baseless.

Table 1. Criminal Offense Reporting Table

OFFENSE	YEAR	ON CAMPUS	ON-CAMPUS STUDENT HOUSING FACILITIES	NON-CAMPUS PROPERTY	PUBLIC PROPERTY
<i>Bread Loaf Campus in Ripton, Vermont and all Bread Loaf School of English Non-campus Property*</i>					
MURDER/NON-NEGLIGENT MANSLAUGHTER	2016	0	0	0	0
	2017	0	0	0	0
	2018	0	0	0	0
MANSLAUGHTER BY NEGLIGENCE	2016	0	0	0	0
	2017	0	0	0	0
	2018	0	0	0	0
RAPE	2016	0	0	0	0
	2017	1	1	0	0
	2018	0	0	0	0
FONDLING	2016	0	0	0	0
	2017	0	0	0	0
	2018	0	0	0	0
INCEST	2016	0	0	0	0
	2017	0	0	0	0
	2018	0	0	0	0

Table 1. Criminal Offense Reporting Table (Continued)

OFFENSE	YEAR	ON CAMPUS	ON-CAMPUS STUDENT HOUSING FACILITIES	NON-CAMPUS PROPERTY	PUBLIC PROPERTY
STATUTORY RAPE	2016	0	0	0	0
	2017	0	0	0	0
	2018	0	0	0	0
ROBBERY	2016	0	0	0	0
	2017	0	0	0	0
	2018	0	0	0	0
AGGRAVATED ASSAULT	2016	0	0	0	0
	2017	0	0	0	0
	2018	0	0	0	0
BURGLARY	2016	0	0	0	0
	2017	0	0	0	0
	2018	0	0	0	0
MOTOR VEHICLE THEFT	2016	0	0	0	0
	2017	0	0	0	0
	2018	0	0	0	0
ARSON	2016	0	0	0	0
	2017	0	0	0	0
	2018	0	0	0	0

*Non-campus property includes the Bread Loaf School of English sites in Santa Fe, New Mexico and Oxford, England.

Unfounded Crimes - Bread Loaf campus

2016: No unfounded crimes.

2017: No unfounded crimes.

2018: No unfounded crimes.

Definitions of Hate Crime Offenses

Hate Crimes: A crime reported to local police agencies or to a campus security authority that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim.

For the purposes of this section, the categories of bias include the victim's actual or perceived race, religion, gender, gender identity, sexual orientation, ethnicity, national origin and/or disability. All of the criminal offenses listed above (except for manslaughter by negligence) and the additional crimes of larceny-theft, simple assault, intimidation, or destruction/damage/vandalism of property, that manifests such evidence, will be recorded as a hate crime. Middlebury is required to list the category of bias to the extent possible. The definitions for each category of bias can be found on the [Department of Public Safety's website](#) or in the [Handbook for Campus Safety and Security Reporting](#) 2016 Edition (pp. 3-25-3-27). See [Table 1](#).

Hate Crimes - Bread Loaf campus

2016: There were no hate crimes.

2017: There were no hate crimes.

2018: There were no hate crimes.

Timely response to these incidents is crucial. Failure to report allows the incidents to remain hidden and may even allow them to escalate. Middlebury takes all reports seriously and will thoroughly investigate every incident and work with local law enforcement agencies whenever necessary. Reports can be filed with the Department of Public Safety, interim vice president for student affairs/dean of students, human resources, dean of faculty, a human relations officer, or a campus security authority.

Definitions of Violence Against Women Act (VAWA) Offenses

Sexual assault (rape, fondling, incest, and statutory rape) are VAWA offenses. For Clery Act reporting purposes these offenses are included in the Criminal Offenses definitions and statistical chart above.

Domestic violence: A felony or misdemeanor crime of violence committed by a current or former spouse or intimate partner of the victim; by a person with whom the victim shares a child in common; by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner; by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

Dating violence: Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship. For the purposes of this definition, dating violence includes, but is not limited to, sexual or physical abuse or threat of such abuse; and dating violence does not include acts covered under the definition of domestic violence.

Stalking: Engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for the person's safety or the safety of others, or suffer substantial emotional distress. "Course of conduct" means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property. "Reasonable person" means a reasonable person under similar circumstances and with similar identities to the victim. "Substantial emotional distress" means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

Table 2. VAWA Offense Reporting Table

OFFENSE	YEAR	ON CAMPUS	ON-CAMPUS STUDENT HOUSING FACILITIES	NON-CAMPUS PROPERTY	PUBLIC PROPERTY
<i>Bread Loaf Campus in Ripton, Vermont and all Bread Loaf School of English Non-campus Property*</i>					
DOMESTIC VIOLENCE	2016	0	0	0	0
	2017	0	0	0	0
	2018	0	0	0	0
DATING VIOLENCE	2016	0	0	0	0
	2017	0	0	0	0
	2018	0	0	0	0

Table 2. VAWA Offense Reporting Table (Continued)

OFFENSE	YEAR	ON CAMPUS	ON-CAMPUS STUDENT HOUSING FACILITIES	NON-CAMPUS PROPERTY	PUBLIC PROPERTY
STALKING	2016	0	0	0	0
	2017	0	0	0	0
	2018	0	0	0	0

*Non-campus property includes the Bread Loaf School of English sites in Santa Fe, New Mexico and Oxford, England.

Unfounded Crimes - Bread Loaf campus

2016: No unfounded VAWA crimes.

2017: No unfounded VAWA crimes.

2018: No unfounded VAWA crimes.

Definitions: Weapon, Drug, and Liquor Law Violations

Arrest: Persons processed by arrest, criminal citation or summons.

Referral for Disciplinary Action / Disciplinary Referral: The referral of any person to any official who initiates a disciplinary action of which a record is established and which may result in the imposition of a sanction.

Weapon Law Violation: The violation of laws and ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices or other deadly weapons. This classification encompasses weapons offenses that regulatory in nature. Classification also includes: manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; using, manufacturing, etc., of silencers; furnishing deadly weapons to minors; aliens possessing deadly weapons; and attempts to commit any of the above. This type of violation is not limited to “deadly” weapons; it also applies to weapons used in a deadly manner.

Drug Abuse Violation: The violation of laws prohibiting the production, distribution and/or use of certain controlled substances and the equipment of devices utilized in their preparation and/or use. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation or importation of any controlled drug or narcotic substance. Arrests for violations of state and local laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include, but are not limited to: Opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics – manufactured narcotics that can cause true addiction (Demerol, methadone); dangerous non-narcotic drugs (barbiturates, Benzedrine); bath salts and their derivatives; and illegally obtained prescription drugs.

Liquor Law Violation: The violation of state or local laws or ordinances prohibiting: the manufacture, sale, purchase, transportation, possession, or use of alcoholic beverages; transporting, furnishing, possessing of intoxicating liquor (i.e. under the age of 21); maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; and all attempts to commit any of the aforementioned. Drunkenness and driving under the influence (DUI) are not included in this definition, nor is possession of alcohol by an individual 21 years of age or older where such possession is in violation of College policy (i.e. at an unregistered party).

Table 3. Arrest and Disciplinary Referrals Reporting Table

OFFENSE	YEAR	ON CAMPUS	ON-CAMPUS STUDENT HOUSING FACILITIES	NON-CAMPUS PROPERTY	PUBLIC PROPERTY
<i>Bread Loaf Campus in Ripton, Vermont and all Bread Loaf School of English Non-campus Property*</i>					
ARREST: WEAPONS: CARRYING, POSSESSING, ETC.	2016	0	0	0	0
	2017	0	0	0	0
	2018	0	0	0	0
DISCIPLINARY REFERRALS: WEAPONS: CARRYING, POSSESSING, ETC.	2016	0	0	0	0
	2017	0	0	0	0
	2018	0	0	0	0
ARREST: DRUG ABUSE VIOLATIONS	2016	0	0	0	0
	2017	0	0	0	0
	2018	0	0	0	0
DISCIPLINARY REFERRALS: DRUG ABUSE VIOLATIONS	2016	0	0	0	0
	2017	0	0	0	0
	2018	0	0	0	0
ARRESTS: LIQUOR LAW VIOLATIONS	2016	0	0	0	0
	2017	0	0	0	0
	2018	0	0	0	0
DISCIPLINARY REFERRALS: LIQUOR LAW VIOLATIONS	2016	0	0	0	0
	2017	0	0	0	0
	2018	0	0	0	0

*Non-campus property includes the Bread Loaf School of English sites in Santa Fe, New Mexico and Oxford, England.

Crime Prevention

All new students, faculty and staff receive training on active threat response titled Run, Hide, and Fight, and are informed on how to contact the police by calling 911 or by calling Public Safety at 802.443.5911. Students receive information on how to contact Public Safety and are instructed on residential safety and security and reporting suspicious people and circumstances.

Middlebury can offer the following suggestions about personal safety issues. These are, of course, only general observations; you must decide what is most prudent for keeping yourself and your property safe in particular situations.

Personal Safety

Our campus is located in Ripton, Vermont, which has relatively low incidents of crime.

Here is how you can do your part:

- Be aware of your vulnerability; follow the measures of self-protection and property protection outlined here.
- Be alert for suspicious or criminal activity and for conditions that may represent hazards to the community.

- Get involved by becoming more security conscious and by reporting all incidents of suspicious or criminal activity, no matter how insignificant they may appear, immediately to the Front Desk, the program host or the police.
- Remember that unreported crimes cannot be solved. This allows the perpetrators to commit additional, and possibly more serious, crimes.

Walking or Running Safety

- Avoid traveling alone at night. Instead, travel in pairs.
- Avoid dark, vacant, or deserted areas; use well-lit, regularly traveled pathways. Runners, walkers, or joggers should face traffic. If you're out after dark, use extra precautions: stay in pairs, travel well-lit areas, and wear reflective clothing or tape.
- Always let someone know where you are going and when you will return.
- Be alert and aware of your surroundings at all times. Walk purposefully and confidently. Keep moving.
- Do not hitchhike or accept rides from casual acquaintances.
- When walking to your residence or vehicle, keep your keys in hand.
- When a private vehicle or taxi drops you off at your residence, ask the driver to wait until you get inside.
- If you are threatened by an approaching vehicle, run in the opposite direction. The vehicle will have to turn around to follow you.
- If you think you're being followed or feel threatened, increase your pace and move away from the threat; join any group of people nearby; cross the street, and, if necessary, keep crossing back and forth. If someone pursues you, run to a business, residence, or well-lit area. Call for help, scream, or raise a commotion. Enlist the aid of a passerby. Find a phone and dial 911 or pull a fire alarm. Do anything that will attract attention or summon assistance. If you are walking alone and someone passes you, check to make sure that person is continuing to walk in the other direction.
- If you are confronted by an assailant, yell and struggle. Keep your head and assess the situation.

Residence Halls and Private Residences

- Lock your room door and windows when you go to sleep or when you leave, even if only briefly; take your keys with you.
- Immediately report defective locks on your windows and doors to the Front Desk or to the Bread Loaf maintenance office. Do not put your name and address on key rings. Do not attach your keys to your ID card.
- Don't keep your residence and your vehicle keys on the same ring.
- If you lose your student residence keys, request a lock change at the Front Desk.

- Get to know your neighbors so you can help one another.
- If you discover someone has entered your room, DO NOT GO IN. Go to a neighbor and call the police (911). If you're already inside, DO NOT TOUCH ANYTHING. You may disturb evidence important to a police investigation.
- If you are awakened by an intruder, do not try to apprehend them. They may be armed or may easily arm themselves with something in your room. Attempt to get out of the room if it is possible. Call the police as soon as possible.
- If you see a suspicious person or vehicle, either on campus or in your neighborhood, IMMEDIATELY contact the police. Try to get the license plate number, state, and description of the vehicle, but do not chase the car to do so.
- Do not prop open doors to residence halls or other College buildings.
- People outside the College community are prohibited from soliciting in residence halls. If you see an outside solicitor in the dorms, immediately report this to the Front Desk.
- Do not yell or attempt to detain peeping toms, who may panic and react unpredictably. If the offender runs away, and you can safely observe this person, watch to see if this person gets into a car, goes to another dorm, etc. Also observe the person's physical bearing. Then immediately report the incident by calling **911**.
- Hang up on obscene, harassing, or annoying phone calls. Do not respond to harassing text messages, nor try to find out who the caller is even if you think it's a friend playing a joke. Keep the message or text and then report its contents to Public Safety. This will be useful to the Public Safety officer or the police, if there is a police report.

Use of Athletic Facilities

- Avoid using the athletic facilities alone, especially after dark or during off hours.
- Use the buddy system. Work out with a friend, and go to and from the gym together.
- Confine your running and jogging to the daylight hours and to well-traveled areas. If jogging on the roads, wear bright-colored clothes.
- Avoid showering alone in the locker room. Or shower back at your residence.
- Avoid bringing cash, wallets, watches, or other valuables to the athletic facilities. Do not leave valuables unattended or in coat rack areas.
- Keep your locker locked whenever unattended. This includes those times you leave to shower or visit the trainer, the equipment room, etc. Most thefts at the athletic facilities stem from unlocked lockers or property left unsecured in the locker-room area.

In the Locker Room

- If there is someone with you in the locker room, and if you are comfortable doing so, ask them to wait for you, so you will not be showering alone.
- Immediately report all incidents of voyeurism to Public Safety.

- If you encounter an intruder:
 - Call loudly for help. Your call for assistance should carry into the hallway.
 - Keep out of the intruder's way, and do not attempt to prevent the intruder from leaving.
 - Try to exit the locker room quickly.
 - Observe the intruder so you can later describe the person.
 - Immediately notify the police by using an emergency phone to dial **911**.

Safety While Driving

- Immediately report all suspicious people or vehicles around parking areas to the Front Desk, Public Safety or the police.
- When you park, keep your vehicle locked and the windows rolled up.
- Have your key ready when you approach your car. Check inside and under your car to make sure no one is hiding in either place.
- Never leave your vehicle unattended with the engine running.
- Choose to park in well-lit lots, preferably in heavily traveled areas.
- Lock all packages, luggage, and valuables in the trunk or out of sight.
- Keep spare keys in your wallet or purse, not inside the vehicle.
- If your car breaks down, open the hood and then stay locked inside the vehicle. If someone stops to help, do not open your window or door, but ask that this person call for assistance.
- If you're unfamiliar with the location you are heading to, ask someone for specific directions before you leave.
- If you get lost, do not pull over until you find a well-lit public area where you can ask for directions.
- If you suspect you are being followed, drive to a well-lit public area and call the police.
- If someone with a weapon confronts you, wanting your vehicle, give the car up. It is not worth potentially being injured or losing your life over it.

Protection of Property

Most crimes committed on College campuses involve the theft of personal property. Larcenies are crimes of opportunity and occur primarily when property is left in unlocked or unattended areas.

- Avoid bringing large amounts of cash or valuables to campus or your residence.
- Keep valuable items out of sight. If you must keep cash or valuables in your room, do not store them in obvious hiding places like desks or dressers. Do not leave valuables in your car.
- Never lend out the key to your room or residence.
- If you live in a dormitory, take your room key to the shower with you. Do not leave it in your robe or clothing, where someone going through your pockets could find it.

- Check with your insurance agent to determine if your property is covered under your homeowner's insurance. If not, consider purchasing your own insurance.

Internet Safety

Generally, Internet fraud is any scheme that uses one or more components of the Internet—including chat rooms, email, message boards or websites—to present fraudulent solicitations, to conduct fraudulent transactions, or to transmit the proceeds of fraud to either financial institutions or others involved in the scheme.

What are the major types of Internet fraud?

- Auctions and retail schemes; online auctions are the primary avenue for Internet fraud
- Business-opportunity or work-at-home schemes
- Identity theft and fraud
- Investment schemes
- Credit card offers
- Credit repair
- Vacation prize promotions
- Nigerian money offers: someone claiming to be a Nigerian official promises big profits in exchange for help moving large sums of money out of Nigeria
- Advance-fee loans
- Internet-access services
- Health and diet scams
- Free goods, such as long-distance phone cards, computers, electronics, etc.
- Cable-descrambler kits

Filing Complaints about Internet Fraud

You can file complaints about specific types of fraud. For commodities fraud, contact the Commodity Futures Trading Commission (CFTC). For securities fraud, contact the Securities and Exchange Commission (SEC) Enforcement Division Complaint Center or your state securities regulators.

If you think you have been the victim of an Internet fraud scheme, you can also file a complaint online with the Internet Crime Complaint Center, a joint project of the Federal Bureau of Investigation (FBI) and the National White Collar Crime Center.

Further Information may be located at these government websites:

[U.S. Department of Justice](#)

[Internet Crime Complaint Center](#)

[Federal Deposit Insurance Corporation](#)

[Securities and Exchange Commission](#)

And at these nongovernmental websites:

[Better Business Bureau](#)

[Fraud.org](#)

[Internet Scambusters](#)

[National Cyber Security Alliance](#)

Bicycling Safety

Bike riders are responsible for their own safety, and Middlebury does not make or enforce rules about bike riding. Nonetheless, it is consistent with good common sense that you should ride responsibly and always wear a helmet, not weave or change lane positions, always leave at least three feet between yourself and obstacles such as parked cars or poorly maintained shoulders, and make sure that your brakes and other components of your bicycle are in working order.

Vermont state law requires a white front light and red rear light for night riding. Also, wearing bright, reflective clothing will increase your visibility and help reduce conflicts.

- Generally, bicyclists should ride with the flow of traffic, on the road's right-hand side.
- Do not ride the wrong way on a one-way street.
- Cyclists should obey all traffic laws and always use hand signals when turning.
- Pay attention to your surroundings: keep alert, do not wear headphones, and warn pedestrians or fellow riders when you are passing them. Also, warn vehicle drivers if their driving places you in danger.
- Take extra care when passing parking lot exits or biking through a parking lot.
- Walk bicycles across crosswalks to avoid bicycle/vehicle collisions.

Notification Regarding Missing Students

If a Bread Loaf student is missing from the Bread Loaf campus in Ripton, Vermont (whether the student is housed in College residential buildings or living off campus), this should be immediately reported to the Department of Public Safety at 802.443.5911, or reported to the Vermont State Police, or other law enforcement agency that has jurisdiction over the area, as applicable. The Department of Public Safety will work with the staff at Bread Loaf to try and locate the student and where the student was last seen. The College will notify the police department of any missing student no later than 24 hours from the time the student is determined to be missing (unless the local police department was the agency that made the determination that the student was missing). In some circumstances—for example, a reported kidnapping or a missing child—Public Safety will notify the police immediately. If a student younger than 18 and not emancipated is missing, Middlebury will notify the student's custodial parent(s) or guardians (in addition to notifying any additional contact person designated by the student) as soon as practical and no later than 24 hours from the time the student is determined to be missing.

Students attending Middlebury may designate a confidential contact person in the event they go missing. This person can be anyone and does not need to be the same as the student's emergency contact(s). Bread Loaf has a form on BannerWeb that allows students to register this contact. BannerWeb maintains the contact person's information in a confidential area, separate from the student's emergency contact information. The information will be accessible only to authorized campus officials and may not be disclosed, except to law enforcement personnel in furtherance of a missing person investigation. If a

student is missing, authorized campus officials and law enforcement officers will have access to this designated contact and will communicate with the person no later than 24 hours from the initial report.

Regardless of whether the student has identified a contact person, is above the age of 18, or is an emancipated minor, Middlebury will inform the local law enforcement agency that has jurisdiction in the area within 24 hours of the time the student is determined to be missing.

Response to Sexual Violence, Dating Violence, Domestic Violence and Stalking

The Middlebury Bread Loaf School of English (hereinafter referred to as “Middlebury”) prohibits the crimes of dating violence, domestic violence, sexual assault, and stalking, as those terms are defined in the Clery Act, and as described in Middlebury’s *Policy Against Sexual Misconduct, Domestic and Dating Violence and Misconduct, and Stalking (SMDVS)* (see link below). Middlebury provides information to the extent applicable regarding the definitions of “dating violence,” “domestic violence,” “sexual assault,” and “stalking,” and the definition of “consent” in reference to sexual activity, in the applicable jurisdictions.

A description of Middlebury’s educational programs and campaigns to promote the awareness and prevention of dating violence, domestic violence, sexual assault and stalking, including safe and positive options for bystander intervention, and information about risk reduction, are described in Middlebury’s educational programs and below. Middlebury’s educational programs and its procedures also include information and statements that are required by Clery Act regulations, as described below.

Middlebury expects all community members to do their part to prevent and address violence as active bystanders. Middlebury is also committed to providing support and avenues of redress as appropriate to survivors affected by sexual and relationship violence.

Please see the full text of Middlebury’s [*Policy Against Sexual Misconduct, Domestic and Dating Violence and Misconduct, and Stalking*](#).

Educational Programs to Promote the Awareness and Prevention of Domestic Violence, Dating Violence, Sexual Assault, and Stalking

OVERVIEW

Middlebury provides comprehensive, intentional, and integrated programming, initiatives, strategies, and campaigns intended to end dating violence, domestic violence, sexual assault, and stalking that:

- are culturally relevant, inclusive of diverse communities and identities, sustainable, and responsive to community needs;
- are informed by research or assessed for value, effectiveness, or outcome; and
- consider environmental risk and protective factors as they occur on the individual, relationship, institutional, community, and societal levels.

More specifically, Middlebury's educational programs include, for example, the following:

MANDATORY EDUCATION FOR NEW STUDENTS

Middlebury provides mandatory online training for its incoming Bread Loaf students. The following online course is provided to all incoming students: SafeCollege's Sexual Violence Prevention for Graduate Students (Primary). This course is specifically tailored to meet the needs of adult learners of all ages outside of the traditional first-year experience. This is a reality-driven course designed to educate students about consent, healthy relationship, bystander intervention, as well as the realities of sexual assault, dating/domestic violence, and stalking. Featuring student presenters and survivors, the course includes scenarios, testimonials, and key advice for students who deal with these crucial topics. Student feedback on course satisfaction, quiz results, and questions/concerns is reviewed annually to evaluate effectiveness and cultural appropriateness.

PROGRAMS FOR FACULTY AND STAFF

Middlebury provides mandatory online training to all Bread Loaf faculty and staff. The training is offered by LawRoom and is titled *Intersections: Preventing Harassment and Sexual Violence*. It includes such topics as Title IX; identifying who is at risk; prevalence, costs of sexual violence; understanding sexual assault; relationship violence; stalking and cyberstalking; criminal law and policy definitions; consensual sexual activity; being a bystander, barriers to intervention, and safe and positive options; roles and responsibilities of faculty and staff; reporting; confidentiality; how to talk to survivors; a survivor's reactions; interim measures; preserving evidence; institutional response; reporting vs. investigating; conduct proceedings, protection from retaliation, a culture of respect, Middlebury's policy and procedures for addressing sexual misconduct (including sexual assault), domestic violence, dating violence, and stalking, which includes a statement that Middlebury prohibits these behaviors as defined in its policy in accordance with the Clery Act, as amended in 2014; and the application of the preponderance of the evidence standard in its adjudication of these matters (as referenced in Middlebury's policy).

The above online trainings are supplemented by written information provided to faculty, staff and students (with links to policies, resources and information) regarding Middlebury's *Policy Against Sexual Misconduct, Domestic and Dating Violence and Misconduct, and Stalking, Alcohol and Other Drugs Policy, Anti-Harassment/Discrimination Policy*, reporting and contact information, links to campus and local resources, and information about the Title IX Coordinator and Title IX designees.

COORDINATED COMMUNITY RESPONSE TEAM

Middlebury participates in the Coordinated Community Response Team (CCRT), which was established in 2013 as a requirement of Middlebury's campus grant from the Office on Violence Against Women. This group consists of both campus and community partners whose job responsibilities or services directly relate to policy, law enforcement, response, prevention, and education for sexual assault, stalking, dating/domestic violence. The CCRT meets during the undergraduate academic year to discuss and debrief collaborative cases, co-and/or cross-train, update policies, and work on common goals. Students, faculty, and staff who have ideas, questions, or feedback on Middlebury's policies, procedures, and educational programs are encouraged to speak with our Title IX Coordinator.

How to Be an Active Bystander

The best way to prevent sexual and relationship violence is to commit to the following community values:

- Violence is not tolerated on campus; and
- Everyone is expected to do their part to prevent it.

Everyone must commit to engaging in moments of action, no matter how small. **Every moment of action counts when we are working to prevent violence. Moments of action contribute to a culture of bystander intervention and, research shows, lead to fewer incidences of violence.**

Moments of action occur when we notice the potential for violence. We might see someone intentionally trying to get someone else intoxicated, or isolating someone at a party. We could recognize power differences like age, or sense that someone seems fearful. When we notice these cues, we must act because even the smallest actions can prevent violence.

No matter who you are or what personal or social barriers you might face, there is always something you can do to help keep our community safe. Options for action include the following:

Direct: Directly talk to someone or intervene in a situation. You might ask a friend who's been hard to reach if everything is OK. Or you might take an intoxicated friend back to their residence hall. Direct action means getting involved in a situation or following up with a student, coworker, or supervisor who you worry is in an unhealthy relationship.

Delegate: Get others involved. Delegating action when there's danger, or when someone else can act, is often safest. You might call Public Safety (x5911) (or your program's campus security department –if outside Vermont) or the police (911) for help, ask someone to assist you in finding a ride for a friend, or suggest to a party's host that she ask someone to leave. You might express your concerns over a matter to a student's advisor, dean, or coach.

Distract: Interrupt the precursors to violence so harmful situations can't occur. You might spill a drink, sing loudly, or tell someone their car is getting towed. You might ask someone to accompany you somewhere so you can talk privately with the individual.

Moments of action also occur when we act proactively to send the message to those around us that we take the work of reducing violence seriously and we are committed to doing our part. We might have a conversation with people we care about on campus about what moments of action mean to us, share a great article on Facebook or tweet about an everyday moment of action, or choose to integrate bystander intervention into our academic work. When we create a moment of action on our own, without waiting for warning signs to appear, we make our community inhospitable to violence.

Moments of Action for Student Bystanders

- Send a mass email to your contact list with a simple message, "This issue is important to me and I believe in the goal of reducing violence."
- The next time you are walking to class with a friend, have one conversation and tell them that ending violence matters to you.
- Make bystander intervention or sexual violence on campus the topic of a paper or speech you have to do for a class.
- Bring a friend to an awareness event.
- Work to ensure organizations you are involved in collaborate with prevention efforts on campus.
- Find out how Art and Activism work to end violence (Google it!).
- If you suspect that a friend is in an abusive relationship, ask them, and provide information about available resources.

- If you see someone spike another person's drink with alcohol or drugs, stop them, and call the Department of Public Safety (or your program's campus security department –if outside Vermont) or 911, distract by spilling the drink, or get someone else to let the person know that their drink is unsafe to consume.
- If you choose to leave an event early, account for the people who were in your group.
- If you see someone at an event who has had too much to drink, ask them if they need to be walked home or assisted in any way.
- If you hear what sounds like yelling or fighting in your residence hall, apartment, the locker room, or any other location, talk with a residential life staff member, your Commons dean, a professor, a coach, program director or someone else who can help.
- If someone needs your help and you don't have the answer, contact your resources and find someone who does.

Moments of Action for Faculty and Staff Bystanders

- Change your email signature line to include a statement that echoes the principles that violence will not be tolerated at Middlebury and everyone is expected to do their part to prevent it.
- Add a line to your syllabus that expresses the prevention principles.
- Request a presentation from your local (e.g., WomenSafe) violence prevention program.
- If you suspect that a student or co-worker is in an abusive relationship, ask them and provide information about available resources.
- If someone appears upset, ask if they are OK.
- Assign a paper, project, or reflection to your students about moments of action, community, and our prevention principles.
- If someone explains that women "say 'no' when they really mean 'yes,'" interrupt and make an attempt to educate them.
- If you hear what sounds like yelling or fighting in your neighborhood, classroom, or office, talk with a neighbor, your manager, your students or someone else who can help.
- If someone needs your help and you don't have the answer, contact your resources and find someone who does.

Moments of Action for Family Bystanders

- Talk with the other members of your family about your commitment to ending violence and to keeping each other and others safe.
- Make a donation to a local rape crisis center or domestic violence shelter.
- Volunteer for one hour, and bring a friend.
- Write a letter to the editor of your local newspaper talking about any aspect of sexual or relationship violence that is most powerful to you.
- Find out how Art and Activism work to end violence (Google it!).
- If you know information about an incident of sexual violence, tell authorities what you know in case it is helpful.

- If you hear what sounds like yelling or fighting in your neighborhood, place of employment, or community, talk with a neighbor, the police, your employer or someone else who can help.
- If someone needs your help and you don't have the answer, contact your resources and find someone who does.

Risk-Reduction Tips

In addition to bystander action, both reactive and proactive, there are ways to reduce risk around sexual and relationship violence. **It is important to remember that experiencing violence is never the victim's fault.**

- Take note of your surroundings including exits, and paths of egress.
- Stay with friends or groups of people to avoid isolated areas.
- Trust your instincts. If something or someone seems wrong or unsafe, get help and/or find the nearest exit.
- Make sure your cell phone is with you and charged, and that you have easy access to emergency numbers.
- Avoid putting headphones in both ears when walking or running and discontinue headphone use when biking.
- Make and keep to a plan with friends when attending events. Arrive together, check in with each other throughout the evening, and leave together. Have a code word with your friends or family to signal discomfort or that it's time to leave.
- Don't leave drinks unattended. If you do, get yourself a fresh drink.
- Don't accept drinks from people you don't know or trust.
- Watch out for your friends and ask your friends to watch out for you.

Procedures Victims Should Follow If Sexual Assault, Domestic Violence, Dating Violence, or Stalking Has Occurred

The following contains information about reporting, obtaining support, care, resources, accommodations, and Middlebury and law enforcement procedures and options in situations where a student, faculty or staff member or covered third party (as defined by Middlebury's policies) may have experienced sexual assault (including rape, fondling, incest, or statutory rape), domestic violence, dating violence or stalking as defined in the Clery Act and in Middlebury's *Policy Against Sexual Misconduct, Domestic and Dating Violence and Misconduct, and Stalking*. For a comprehensive list of all on and off-campus resources and options please see also [Sexual Violence Resources and Information](#).

Immediate Safety and Support/Importance of Preserving Evidence

- **Go to a safe place:** your room, a friend's room, a colleague's room, or anywhere you will feel safe.
- **Call someone you trust.** No matter how late it is, you should not be alone. Call a close friend, your program director or associate director, [MiddSafe Advocate](#) (802-377-0239) (students only) or the [WomenSafe Hotline](#) (1-800-388-4205) (all individuals). MiddSafe advocates are Middlebury College students committed to providing a safe and confidential resource for individuals in need of support and information around sexual assault, stalking, dating violence, domestic violence, and other personal violations. WomenSafe offers trained

volunteers who can meet with you in person to provide immediate confidential support and information at any time. WomenSafe provides care and support for individuals of all gender identities and sexual orientations.

- **If safety is an immediate concern call 911 or contact the Department of Public Safety** to access police or emergency services. You have the option of reporting to the police at any time, and Middlebury will provide assistance if you wish to do so. This option is available regardless of whether you choose to file a complaint with Middlebury. Individuals may request assistance by contacting a [Judicial Affairs Officer](#), a [Human Relations Officer](#), the [Title IX Coordinator](#), BLSE program director or associate director or [Public Safety](#).
- **Please seek immediate medical care.** If you may be experiencing or have experienced sexual assault, domestic or dating violence, or stalking, you are encouraged to immediately seek any necessary medical care, and to seek help from appropriate Middlebury, law enforcement and/or medical personnel, even if you are not sure if you have physical injuries and/or you are uncertain about whether to ultimately pursue a complaint or criminal charges, or to seek a protective order. Even if you do not feel physical pain, you may have internal injuries that cannot be immediately seen or felt. A forensic exam by a trained Sexual Assault Nurse Examiner (SANE), pregnancy testing, emergency contraception, and/or testing for Human Immunodeficiency Virus (HIV) and other sexually transmitted illnesses for both men and women are services available at [Parton Health Center](#) on the Middlebury College campus (802-443-5135) and [Porter Medical Center](#), which is located a short distance from Middlebury's campus at 115 Porter Drive, Middlebury, VT (802-388-4701). For additional information about SANE exams and your medical treatment options, please see [Medical Care](#) at [go/sexualviolenceinfo](#).
- **Counseling Support**
You can also contact a counselor at the [Parton Health Center](#) (students) or the [Counseling Service of Addison County](#) (students, faculty and staff). Counselors are *confidential* resources who can help you sort through your immediate needs, provide emotional support, and help you to connect with other emergency resources. All members of the Parton counseling staff have training and experience with individuals in crisis.
- In the case of an emergency after-hours, call the Public Safety Emergency Line (802-443-5911), call the Counseling Service of Addison County (802-388-7641), or go to the Porter Hospital Emergency Room, which is located at 115 Porter Drive, Middlebury, VT. Public Safety can connect you to counseling resources and you don't need to disclose the nature of your emergency in order to get assistance—you just need to provide a phone number at which you can be reached.
- Also, after-hours counseling support is available whenever the Parton Counseling office is closed (evenings and weekends). To reach a counselor directly after-hours, please call 802-443-5141 and follow the voicemail prompts.
- To make an appointment with a Parton counselor during regular business hours, call 802-443-5141 Monday through Friday, 8:15 a.m.-5:00 p.m.
- For additional information please see [Emotional and Mental Health Care](#).

- **If are not sure what you need**
If you would like confidential support while exploring your options, consider contacting [MiddSafe](#) or [WomenSafe](#). They can provide confidential information and support as you consider your needs, and can help you to connect with campus-based and external resources. Contacting one or more of the above confidential resources in no way precludes you from choosing to file a complaint later with Middlebury or with the police.
- **Preserve evidence.** It is important to preserve all possible evidence that may assist in proving that sexual assault, domestic violence, dating violence, stalking, or related retaliation occurred or is occurring in case you decide at some point to file an internal complaint, make a criminal complaint or seek a protection order. This evidence may assist in proving whether the alleged criminal conduct (or a policy violation) occurred and/or it may be helpful in obtaining a protective order.

The medical staffs at [Parton Center for Health and Wellness](#) on the Middlebury campus (students) and [Porter Medical Center](#) adjacent to the Middlebury campus (all individuals) can provide care for any physical injuries you may have sustained, can test for sexually transmitted infections and/or pregnancy, and can provide an examination by a Sexual Assault Nurse Examiner (SANE). A SANE is a nurse who is specially trained to collect forensic evidence. This evidence may be helpful to you now or in the future if you choose to file a complaint. If you wish to have a SANE exam and the incident occurred within the last 24 hours, try if possible, to preserve any evidence before your medical exam by not washing or changing clothes, brushing teeth or hair, eating, or taking other actions that might compromise evidence. Even if more time has passed, it may still be possible to collect evidence, and it is certainly possible to receive medical care and testing. Collecting evidence in no way obligates you to file a complaint with Middlebury or make a report to the police that could lead to criminal prosecution, but preserves this information in the event that you decide to do either of those things, or seek a protection order, at a later date.

You may contact Parton Health Services at 802-443-5135 to request a SANE assessment. If for some reason a Parton SANE is unavailable, students will be directed to Porter Hospital, which has added additional nurses also trained and certified as SANES.

For more information about rape kits and forensic exams you can call the National Sexual Assault Hotline at 800-656-HOPE (4673) or contact [WomenSafe](#) at 800-388-4205. See also [Medical Care](#) at and [Sexual Assault Nurse Examiners](#).

In addition to trying to preserve any physical evidence, if possible try to preserve all evidence related to an incident including any electronic information, text messages, social media posts, phone records, emails, clothing, or other documentation or materials. Even if you don't wish to pursue a complaint with Middlebury or the police or seek an order of protection at this time, it's a good idea to preserve the evidence in a safe place in case you change your mind at a later date. You may also want to consider writing down all of the details you remember about your experience(s), as well as the names of individuals you believe may possess relevant information and/or evidence.

For additional information about available resources please see [Sexual Violence Resources & Information](#).

Making a Report On Campus

Any Middlebury student, faculty member, staff member or covered third party who has reasonable cause to believe that sexual assault, domestic or dating violence, stalking and/or related retaliation has occurred or is occurring should report this information to the immediate attention of any of the following individuals: a Human Relations Officer; a Judicial Affairs Officer; and/or the Title IX Coordinator. Reports also may be made to Middlebury's Department of Public Safety or other appropriate personnel for the program at issue (e.g., program director or associate director). Reports may be made verbally (in person, or by phone or videoconferencing) or in writing (via mail or email). Contact information is listed below.

Middlebury's [Department of Public Safety](#), or other appropriate personnel for the Middlebury program at issue will coordinate its response to the report with other officials, as appropriate (including a Human Relations Officer, Judicial Affairs Officer, the Title IX Coordinator, and responsible [Threat Assessment and Management Team](#) and, if necessary, law enforcement, to intervene at the earliest practical point to stop the behavior and coordinate services to the complainant. A coordinated response will include consideration of the complainant's request for confidentiality and may also include the implementation of safety measures as deemed necessary, services and accommodations, and referral to confidential resources.

Please note that filing a complaint with Middlebury does not require you to file a report with the police. The legal system and Middlebury's disciplinary process are independent of one another so you can choose to report to the police (or choose not to).

Reporting to Law Enforcement

In addition to (or instead of) utilizing Middlebury's processes and resources, any student, employee or covered third party who wishes to report a complaint of sexual misconduct (including sexual assault), domestic violence, dating violence, or stalking under this policy may also pursue criminal charges with local, state, or federal law enforcement agencies (see [Appendix B](#) to *Middlebury's Policy Against Sexual Misconduct, Domestic and Dating Violence and Misconduct, and Stalking* for contact information below.

Middlebury will offer and upon request provide assistance to students, employees and covered third parties with notifying law enforcement agencies. These options are available regardless of whether an individual chooses to file a complaint with Middlebury. Individuals have the option to notify such agencies with or without assistance from Middlebury, and have the option not to personally notify such authorities. Individuals may request assistance by contacting a Judicial Affairs Officer (JAO), Human Relations Officer (HRO), Title IX Coordinator, Public Safety or program director. Contact may be made via email, phone, teleconference or in person. See contact information below.

A. Vermont

Emergencies: dial 911. In non-emergency situations, please call one of the following departments that serve Addison County, as applicable. In most cases, you should contact the law enforcement department of the town where the crime occurred:

- Bread Loaf, Ripton, VT: Vermont State Police: 802.388.4919
- Middlebury Police Department: 802.388.3191
- Addison County Sheriff's Department: 802.388.2981
- Bristol Police Department: 802.453-2533
- Vergennes Police Department: 802.877.2201

Please note that each department has a specific service area and their hours of operation may vary.

Some other things to keep in mind:

- You always have the right to report or not report a crime to law enforcement, except under certain circumstances:
 - If someone who is under 18 goes to the hospital for a SANE (sexual assault nurse examiner) exam or if the hospital is aware of any crime against someone under the age of 18, the hospital is required to report the crime to the [Vermont Department for Children and Families](#) (DCF). It is possible that DCF could, in turn, report the crime to law enforcement without the knowledge or willingness of the person who experienced the crime.
 - Also, any crime involving a stabbing or a gunshot wound must be reported by hospitals to law enforcement, regardless of the age of the victim.
- If a victim of a crime chooses to report to law enforcement, confidential victim advocates from [WomenSafe](#) are available to accompany you and assist you with the process. Middlebury officials may also accompany you and facilitate contact with law enforcement.
- The law enforcement response to domestic violence, sexual violence, dating violence, and stalking varies based on the crime, circumstances, and context. Different law enforcement agencies may handle the same report differently.
- It is possible that if you report a crime to law enforcement, an investigation may be commenced and charges may be brought. Depending on the department and circumstances, your ability to control or influence the process after reporting may vary.

For more information and to talk through your options, please call WomenSafe’s 24-hour hotline: 800.388.4205.

If you wish to consider what is involved in making a police report you may also find the following summaries from the Vermont Network Against Domestic and Sexual Violence helpful. Please note, however, that the information herein does not constitute legal advice and may be amended from time to time. Individuals should consult their counsel or other local resources to ensure complete and accurate information.

What will the police do if I report?

If you tell the police about what happened to you they may arrest and charge the person who assaulted you with a particular crime(s). Because this is the criminal system, the police will have to decide whether what happened to you was a crime and when there is “probable cause.” They will then decide whether or not to charge and arrest the perpetrator. A person charged with a crime is called a defendant. The choice of reporting a sexual assault to the police can be difficult. Advocates from your local network program are available to provide you more information about reporting and can support you in whatever you decide is right for you.

What happens after the perpetrator is arrested?

An arrest is the beginning of the criminal process. Once someone is arrested they may be released immediately, released at any point in the criminal process or, in severe cases, remain in jail. This will depend on many complicated legal factors. Defendants released from jail before the end of the case will be given “conditions of release” by the court. This is an order that the defendant must follow while the criminal case is going forward. Often the conditions will tell the defendant not to have contact with you as the victim of the crime. As a victim of a crime you have the right to know if and when the defendant is getting released from jail and the defendant’s conditions of release. Some victims may have increased safety concerns following an arrest. You may call your local Network program for more information and support.

Prosecution of crimes of sexual violence

Following a charge/ arrest, the police transfer the case to the prosecutor, also called the state’s attorney. A prosecutor is a lawyer who works for the state through the state’s attorney’s office. The state’s attorney’s job is to continue to gather evidence to prove that the defendant committed the crime and to prepare the case against the defendant. The state’s attorney decides how to proceed with the criminal case.

State’s Attorneys’ Victim Advocates

The state’s attorney’s office also has its own victim advocates. They provide information and updates on the case. They can also offer support and help with communicating your concerns and questions to the state’s attorney. Because these advocates work for the state’s attorney, they are not confidential. This means that the state’s attorney’s advocates may be required to share with the state’s attorney relevant information you share about the case.

Sentencing

If the defendant pleads guilty or is found guilty after a trial, the judge will impose a sentence. A sentence may include a probation term, time in jail, or a combination of both. In many cases, sentencing will also require the defendant to participate in a sex offender treatment program. You may be present in the court room during the sentencing if you want. As a victim you have the right to make a “Victim Impact Statement” to the court. This is your time to describe the impact that the crime had upon you and your family. An advocate or family member may read your Victim Impact Statement for you.

Department of Corrections

Once the defendant has been sentenced, the Department of Corrections (DOC) will supervise the defendant for the duration of the sentence. DOC is responsible for ensuring that the offender is following the terms of the sentence. DOC’s Victim Services Program is available to provide information about the status of an offender and support to victims of crime whose offenders are in the custody of Vermont DOC. You can also register to receive automatic notifications by phone or email about the offender’s status. For more information, you can contact [DOC’s Victim Services](#) at (802) 241-2302.

Source: Legal Options for Victims of Sexual Violence in Vermont (vtnetwork.org); see also *Quick Look: Police Reports and Protective Orders*: The [National Domestic Violence Hotline](#) and [Reporting to Police: Options and Tips for Being Prepared](#).

Rights of Victims Regarding No Contact Orders and No Trespass Notices Issued by Middlebury and/or Orders of Protection, Restraining Orders, or Similar Lawful Orders Issued by a Court

Middlebury can issue No Contact Orders restricting contact between two members of the Middlebury community, and No Trespass Notices restricting individuals from Middlebury-owned or rented property. Requests for a No Contact Order or a No Trespass Notice may be directed by telephone, email or in person to a JAO, a HRO, the Title IX Coordinator or program director (see contact information below).

In the United States, a relief from abuse order, also called a protection order or restraining order, is a court order that is designed to stop violent, harassing and threatening behavior. It can also stop the respondent from any contact or communication with the complainant, and protect the complainant and the complainant's family members, as appropriate, from the respondent. Such orders may be awarded by courts in the United States on a temporary basis, in which case they are instituted by a judge immediately and reviewed subsequently through a court hearing process where it is determined whether they will remain in effect for a longer term. Similar resources may exist in other countries where Middlebury operates its programs (please contact *Sexual Assault Support and Help for Americans Abroad*: <https://pathwaystosafety.org> for more information regarding similar orders in foreign jurisdictions).

Middlebury does not have the authority to issue Relief from Abuse Orders, Orders of Protection, or Restraining Orders, as these are granted by the court system. In addition to (or instead of) Middlebury's No Contact Orders and No Trespass Notices, individuals who are being or who may have been subjected to sexual assault, domestic or dating violence, stalking and/or related retaliation may pursue Orders of Protection, Restraining Orders and/or Relief from Abuse Orders from United States courts or courts outside of the United States as applicable. Middlebury will support individuals if they request Middlebury's assistance with making contact with law enforcement authorities and other external resources to seek such orders. Middlebury will comply with and respect such orders to the extent applicable.

Requests for assistance with contacting law enforcement authorities or obtaining an Order of Protection, a Relief from Abuse Order, a Restraining Order or other lawful order may be made in person, or via email, phone or teleconference to a JAO, HRO, Title IX Coordinator, Public Safety staff member or program director. See contact information below.

Additional Information from the National Domestic Violence Hotline:

"A protective order is an official legal order issued by a state court that requires the abusive person to stop the violence and abuse and maintain a certain distance from the victim. Depending on where you live, it can also be called a restraining order, protection order, an injunction, or an order of protection.

How do I get a protective order?

Different states have different processes, but as a general rule, appropriate forms have to be filled out and submitted to the county court. A court date will be scheduled and both parties will be notified. If you are under 18, you will likely need parental consent.

Why would I get a protective order?

A protective order is legal protection against the abusive partner and can be enforced by police. Special provisions can be requested such as custody of children, continued financial support, getting the abuser to leave the residence, etc. Some states also require the abusive partner to surrender their firearms.

It's important to note that while a protective order may help keep an abusive partner away from you, it does not work in every case. Some abusive partners continue to contact and abuse their partners despite

the presence of a protective order. Some may become even more dangerous after an order is filed because it threatens their power and control over the relationship. While you cannot predict someone's behavior, you know your situation best, and it's a good idea to consider how your partner might react based on what you know about them before obtaining a protection order.

What happens when I get a protective order?

When the abuser does something that the court has ordered them not to do, or doesn't do something the court has ordered them to do, they may have violated the order. You can ask the police or the court (or both, depending on the violation) to enforce the order. If you are not able to contact the police when the violation occurs, they should take a report if you call them soon afterwards. In some cases, violating a protective order might result in a misdemeanor or felony criminal conviction and punishment. These types of violations can also later be addressed by a civil court, and it is often a good idea to bring them to the court's attention.

Things to consider before obtaining a protective order:

- PROS: You will have legal documentation of protection; the abuse may stop; provisions can be made for children, finances, etc.; [can still be enforced if you move or leave your home state](#). See <http://www.womenslaw.org/>.
- CONS: You will have to see the abusive partner in court; abuse may not decrease/abusive partner may not obey the order; some orders are not always enforced.

Please note that police reports and protective orders are just parts of an overall [safety plan](#) and do not guarantee your safety from an abusive partner. Remember, you are the most knowledgeable person about your own situation, and you must use your own judgment about what is best for you. If you are considering taking legal steps against an abusive partner, we strongly recommend that you get in touch with a legal advocate, and we can help you find one in your area. Please call us at 1-800-799-7233 or chat online from 7am-2am CST (Central Standard Time).

Resources and Additional Information:

- [VINE \(Victim Information & Notification Everyday\)](#): This service provides information about criminal cases and the custody status of offenders 24 hours a day.
- Full Faith and Credit: Refers to Section 2265 of VAWA and requires that a valid protection order issued in one state be treated by another state as if it were one of its own. It enables the victim to travel safely without having to establish jurisdiction or secure a new protective order.
- [WomensLaw](#) provides legal information and support to victims of domestic violence and assault.
- [Legal Services Corporation](#) provides legal assistance to low-income individuals and families throughout the nation."

Source: [Domestic Violence Hotline](#)

For more information about Protection Orders and Relief from Abuse Orders in Vermont (including how to apply for an order and how the order is enforced, please see [WomensLaw.org/Know the Laws: Vermont](#).

See also [Reporting to Police: Options and Tips for Being Prepared](#)

Contact Information for Reports to Middlebury Officials or Law Enforcement

PUBLIC SAFETY AND LOCAL LAW ENFORCEMENT

On Campus

Middlebury College, Middlebury, VT

Emergencies: Dial 911

[Department of Public Safety](#)

Middlebury College

125 Main Street

Middlebury, VT 05753

802.443.5133 (Business Line)

802.443.5911 (Emergency Line)

publicsafety@middlebury.edu

Bread Loaf Campus, Ripton, VT

Emergencies: Dial 911

[Vermont State Police](#)

2490 Ethan Allen Hwy

New Haven, VT 05472

802.388.4919

Off Campus

[Vermont State Police](#)

2490 Ethan Allen Hwy

New Haven, VT 05472

802.388.4919

Addison County State's Attorney's Office

802.388.7931

The State's Attorney's Office can provide you with more information regarding your rights during a criminal judicial process and regarding the Victim's Advocacy Program and the Victim's Compensation Fund.

Contact Information for Middlebury Officials

All Middlebury Programs

Chief Diversity Officer

Miguel Fernandez

Middlebury College

Carr Hall 103

Middlebury, VT 05753

802.443.5792

fernande@middlebury.edu

Human Relations Officer

Thaddeus Watulak
Middlebury College
Service Building
802.443.5741
twatulak@middlebury.edu

Civil Rights and Title IX Coordinator

Marti McCaleb
Middlebury College
Service Building 213
802.443.2147
mmccaleb@middlebury.edu

Human Relations Officer

Eric Lopez, JD
Middlebury College
Service Building 213
802.443.3324
el@middlebury.edu

Alternate Human Relations Officers

Laura Carotenuto
Middlebury College
Human Resources
Marble Works 120
Middlebury, VT 05753
802.443.2012
lcaroten@middlebury.edu

Bread Loaf School of English

Emily Bartels, Director
4229 Ripton, Route 125
Middlebury, VT 05753
802.443.5418
ebartels@middlebury.edu

Lyndon Dominique, Associate Director

4265 Ripton, Route 125
Middlebury, VT 05753
802.443.5418
ldominique@middlebury.edu

Jeffrey W. Cason, Executive Vice President (EVP) and Provost

Middlebury College
Sunderland Language Center 125
Middlebury, VT 05753
802.443.5745
cason@middlebury.edu

Confidentiality

Middlebury encourages individuals to report incidents of sexual misconduct (including sexual assault), domestic violence, dating violence, stalking and related retaliation so that they can get the support they need, and so that Middlebury can respond appropriately. Certain Middlebury employees may maintain confidentiality, but most cannot. Although strict confidentiality may therefore not be guaranteed, in all cases Middlebury will handle information in a sensitive manner and will endeavor to protect the privacy of individuals to the extent it can do so consistent with its obligations to respond to reports of sexual misconduct (including sexual assault), domestic violence, dating violence, stalking and/or related retaliation. Middlebury officials will consider requests for confidentiality in accordance with the [confidentiality](#) provisions of its [Policy Against Sexual Misconduct, Domestic and Dating Violence and Misconduct, and Stalking](#). (See Section 3 of the policy and How Middlebury Will Protect the Confidentiality of Victims.)

Confidential Resources

Individuals are encouraged to seek support from internal and external resources such as counseling services, advocacy services, and/or chaplains. Contact information is available in [Appendix C to Middlebury's Policy Against Sexual Misconduct, Domestic and Dating Violence and Misconduct, and Stalking](#) ("SMDVS policy").

A confidential resource is an individual who is legally and ethically bound to keep confidential all information shared with them in the course of providing counsel and support, except under the circumstances noted below. Middlebury respects that the decision to come forward may be difficult and that individuals may wish to seek assistance from someone who can confidentially offer information and support, and who can provide assurances that the disclosed information will not be acted on except in the circumstances outlined below. (For a list of confidential resources, see below and [Appendix C](#) to the SMDVS policy). In general, the law recognizes and protects the confidentiality of communications between a person seeking care and a medical or mental health professional, religious advisor or trained sexual assault advocate. The medical, mental health, and religious professionals and MiddSafe advocates at Middlebury, and their off-campus counterparts, respect and protect confidential communications from students, faculty, and staff to the extent they are legally able to do so. These professionals may have to breach a confidence, however, when they perceive a serious risk of danger or threat to any person or property. In addition, medical and mental health professionals may be required by law to report certain crimes (e.g., any allegation of sexual and/or physical abuse of a person under 18). These exceptions to confidentiality are governed by the law of the state in which the confidential resource is located.

An individual who speaks to a confidential resource must understand that, if they want to maintain confidentiality, Middlebury will be unable to conduct an investigation into the particular incident or pursue disciplinary action against the respondent. However, confidential resources may assist the individual in receiving other forms of protection and support, such as victim advocacy; academic accommodations; disability, health or mental health services; and changes to living, working, or transportation arrangements. (For more information, see Services and Accommodations, below and [Section 6](#) of the SMDVS Policy). An individual who initially requests confidentiality may later decide to file a complaint with Middlebury or report the incident to local law enforcement, and thus have the incident fully investigated. These confidential resources will help to direct the individual to the appropriate resources in the event that the individual wishes to file an internal complaint with Middlebury or report to the police.

Non-Confidential Resources

Non-confidential resources are all faculty or staff members, including residential life staff and ombudspersons, who are not medical or counseling professionals, clergy, or MiddSafe Advocates, and are therefore not permitted to honor requests for confidentiality. Non-confidential faculty or staff who learn of an incident of alleged sexual misconduct, domestic or dating violence or misconduct, stalking or related retaliation involving a student are required to report that information to a HRO or JAO or the Title IX Coordinator, and they are “responsible employees” to this extent. The Title IX Coordinator, HROs and JAOs are “responsible employees” for the purposes of redressing reports of sexual misconduct, domestic and dating violence and misconduct, stalking and related retaliation in accordance with Middlebury’s SMDVS policy (see above for contact information).

Faculty and staff who are [Campus Security Authorities](#) are required to report certain sex offenses and other crimes to the Department of Public Safety for the purpose of compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. For more information about Campus Security Authorities, see [Appendix E](#) to Middlebury’s SMDVS Policy.

Employees with supervisory responsibility are expected to report all incidents of alleged sexual misconduct, domestic and dating violence and misconduct, stalking or related retaliation involving employees to a HRO, the Title IX Coordinator, and/or to Human Resources.

General inquiries to Middlebury officials about policies or procedures, and conversations in which the respondent is not identified by name or by implication from the circumstances, may remain private. Otherwise, individuals who want to maintain confidentiality should seek a confidential resource.

Middlebury will complete publicly available recordkeeping, including Clery Act reporting and disclosures, without the inclusion of personally identifying information about individuals, and will maintain as confidential any accommodations or protective measures provided to individuals, to the extent that maintaining such confidentiality would not impair the ability of the institution to provide the accommodations or protective measures.

(See also [Services and Accommodations](#) and How Middlebury Will Protect the Confidentiality of Victims, below.)

How Middlebury Will Protect the Confidentiality of Victims

Evaluating Requests for Confidentiality in Sexual Assault Cases

If an individual discloses an incident of sexual assault but wishes to maintain confidentiality (i.e., requests that no investigation into a particular incident be conducted or disciplinary action taken), Middlebury will make every effort to respect this request and will evaluate the request against its responsibility to provide a safe, non-discriminatory environment for all students, faculty and staff, including the individual who reported the sexual assault. Although rare, there are times when Middlebury may not be able to honor the individual’s request. Further, if Middlebury honors the request for confidentiality, Middlebury’s ability to appropriately investigate the incident and pursue disciplinary action against the respondent(s), if warranted, may be limited.

Middlebury has designated its Judicial Affairs Officers, Human Relations Officers, and its Title IX Coordinator as responsible for evaluating requests for confidentiality, as appropriate to the circumstances. In considering an individual’s request for confidentiality, the HROs, JAOs, and/or Title IX Coordinator may consult with Middlebury’s [Threat Assessment and Management Team](#) and other Middlebury personnel, or law enforcement authorities, as appropriate.

Factors to be considered in determining whether confidentiality should be maintained may include but are not limited to:

- (i) The increased risk that the respondent will commit additional acts of sexual assault or other violence, such as:
 - whether there have been other sexual assault complaints about the same respondent;
 - whether the respondent has a history of arrests or records from a prior institution indicating a history of violence;
 - whether the respondent has threatened further sexual misconduct or other violence against the individual or others;
 - whether the alleged sexual misconduct was committed by multiple respondents;
 - circumstances that suggest there is an increased risk of future acts of sexual misconduct or other violence under similar circumstances (e.g., whether the report reveals a pattern of perpetration [e.g., via illicit use of drugs or alcohol] at a given location or by a particular group);
- (ii) whether the alleged sexual misconduct was perpetrated with a weapon;
- (iii) whether the complainant is a minor; and
- (iv) whether Middlebury possesses other means to obtain relevant evidence (e.g., security cameras, information known to Middlebury personnel, or physical evidence).

The presence of one or more of these factors or other factors as deemed appropriate may prompt an investigation and adjudication under Middlebury's policies and, if appropriate, result in disciplinary action. If none of these factors is present, Middlebury will likely honor the individual's request for confidentiality.

Evaluating Requests for Confidentiality in Domestic Violence, Dating Violence, Stalking, and Related Retaliation Cases

In cases involving domestic violence, dating violence, stalking, and/or related retaliation, if an individual insists that their name or other identifiable information not be revealed, or asks that Middlebury not investigate or seek action against the respondent, Middlebury will evaluate the request in the context of its commitment to provide a safe environment for that individual as well as all students, staff, and faculty. Thus, Middlebury may weigh the individual's request against a number of factors, including but not limited to the seriousness of the alleged conduct; circumstances that suggest there is a risk of repeated conduct; whether there have been other reports or complaints about the respondent; the credibility and significance of existing relevant evidence; and the extent of any ongoing threat to the individual, the Middlebury community or any of its members.

In considering an individual's request for confidentiality, the HROs, JAOs, and/or Title IX Coordinator may consult with [Middlebury's Threat Assessment and Management Team](#) and other Middlebury personnel, as appropriate.

If Confidentiality Is Requested But Cannot be Maintained

If Middlebury determines that it cannot maintain an individual's request for confidentiality, Middlebury will inform the individual prior to conducting an investigation (unless extenuating circumstances are present) and will, to the extent possible, only share information with those individuals who are responsible for Middlebury's response to the incident. Middlebury will not require the individual to participate in any investigation or disciplinary proceeding, nor will it require the individual to personally

report any information to law enforcement authorities. It will remain up to the individual to choose whether they personally want to participate in notifying law enforcement authorities, or would rather not do so.

If when responding to reports of sexual misconduct (including sexual assault), domestic or dating violence, stalking, or related retaliation, Middlebury determines it is obligated to take any action that would involve disclosing a reporting individual's identity to the respondent, or an action from which the reporting individual's identity may be easily determined by the respondent, the individual will be informed before the action is taken (unless extenuating circumstances are present). If the reporting individual requests that the respondent be informed that they requested that there be no investigation or disciplinary action, Middlebury will endeavor to honor this request and inform the respondent that Middlebury made the decision to investigate the matter.

Middlebury will take supportive measures when requested and reasonably available that are designed to prevent and address retaliation against individuals whose requests for confidentiality have not been honored and to respond to their needs for support, services and accommodations.

When Confidentiality Can Be Maintained

If Middlebury determines that it can respect the individual's request for confidentiality (i.e., the individual's request that a report of sexual misconduct, domestic or dating violence or misconduct, stalking, or related retaliation not be investigated/adjudicated), Middlebury will take action to assist the individual, to the extent possible, including the measures identified in Section 6, of Middlebury's SMDVS policy ("[Services and Accommodations](#)"), where such measures are requested and reasonably available.

Individuals should be aware that if Middlebury honors their request for confidentiality, this may limit Middlebury's ability to fully respond to the incident, including pursuing disciplinary action against the respondent.

Disclosure During Internal Investigations and Adjudications

Middlebury will handle information related to alleged violations of its policy with sensitivity and discretion. However, Middlebury may need to disclose information relating to an incident (including the identity of parties, witnesses or others) to the extent necessary to conduct a thorough, fair, and impartial investigation and adjudication process for all involved parties.

Disclosure Required by Law

Middlebury will not include the names of complainants or other personally identifying information in publicly available reports that are compiled as required by the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, and when issuing timely warnings as required by the Clery Act, will withhold as confidential the names of such individuals. Middlebury officials responsible for compiling publicly available recordkeeping such as crime statistics published in the Annual Security Report(s), daily crime logs, or timely warnings, will review reports before publication and distribution to ensure that the information does not contain the names of complainants or other personally identifying information. Statistics published in Middlebury's Annual Security Report(s) contain only the number and type of reported crimes. Middlebury is also part of a larger community and context. If there is an independent investigation, lawsuit, or criminal proceeding related to a sexual misconduct (including sexual assault), domestic or dating violence or misconduct, stalking, or related retaliation matter, those involved or others may be required by law to provide testimony or documents (e.g., investigation reports, witness statements, and any other information gathered or obtained in the course of a particular matter).

Disclosure to Law Enforcement

In certain circumstances, Middlebury may need to report an incident to law enforcement authorities. Such circumstances include but are not limited to incidents that warrant the undertaking of safety and security measures for the protection of the individual and/or the campus community, or situations in which there is clear and imminent danger and/or a weapon may be involved. Complainants may choose to notify authorities personally and directly with or without Middlebury's assistance, or may choose not to notify such authorities personally.

Services and Accommodations

Middlebury will provide written notification to students and employees about existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available for individuals reportedly subjected to sexual assault, dating violence, domestic violence or stalking, both within the institution and in the community. Individuals can access on- and off-campus support services or request information by contacting the individuals and offices identified below and/or accessing the websites identified below.

Middlebury will also provide written notification to individuals about options for, available assistance in, and how to request changes to academic, living, transportation, and working situations or protective measures. Middlebury will make such accommodations or provide such protective measures if the complainant requests them and if they are reasonably available, regardless of whether the reported victim chooses to report the crime to campus Public Safety or local law enforcement.

It is not necessary to file a complaint with Middlebury, participate in a Middlebury adjudication process, or file a criminal complaint in order to request services or accommodations from Middlebury. These may include but are not limited to:

- No Contact Orders restricting encounters and communications between the parties;
- No Trespass Notices prohibiting the presence of an individual on Middlebury property, and/or other properties on which Middlebury programs are occurring.
- Academic accommodations, including but not limited to deadline extensions; incompletes, course changes or late drops, or other arrangements as appropriate;
- Residential accommodations, including but not limited to arranging for new housing, or providing temporary housing options, as appropriate;
- Changing transportation or working arrangements or providing other employment accommodations, as appropriate;
- Assisting the individual in accessing support services, including, as available, victim advocacy, academic support, counseling, disability, health or mental health services, visa and immigration assistance, student financial aid services, and legal assistance both on and off campus, as applicable;
- Informing the individual of the right to report a crime to local law enforcement and/or seek orders of protection, restraining orders, or relief from abuse orders from United States courts or courts outside of the United States as applicable and providing assistance if the individual wishes to do so. Middlebury will also work with complainants and others as appropriate to respect and implement the requirements of such orders on premises that it owns or controls, as necessary and appropriate.

Where a complainant reportedly subjected to sexual assault, domestic or dating violence, or stalking makes a reasonable request for accommodations like those described above, Middlebury is obligated to comply with that request if such accommodations are reasonably available.

Students and employees seeking services, protective measures, and/or accommodations should direct their request to a Commons dean, program director, HRO, JAO, or the Title IX coordinator, as appropriate. The request will be evaluated and responded to by the Commons dean, program director, HRO, JAO, or Title IX coordinator after consultation, as needed, with the appropriate authority or authorities for the school or program at issue. Factors to be considered in determining reasonable services or accommodations may include the following:

- the specific need expressed by the complainant;
- the severity and/or pervasiveness of the allegations;
- any continuing effects on the complainant;
- whether the complainant and the respondent share the same residence hall, dining hall, class, extracurricular activities, transportation, or job location; and
- whether other judicial measures have been taken to protect the complainant.

Middlebury will maintain as confidential any services, accommodations or protective measures provided to complainants, to the extent that maintaining such confidentiality would not impair the ability of Middlebury to provide the services, accommodations, or protective measures. As such, Middlebury may need to disclose some information about the individual to a third party to provide the necessary accommodations or protective measures in a timely manner. The following individuals are typically responsible for determining what information should be disclosed and to whom it should be disclosed: a JAO, a HRO, Title IX Coordinator, dean, Public Safety officer, or program director. The decision to disclose information will be made after careful consideration of possible alternatives to disclosure and/or limiting the information provided to the third party as much as possible without compromising Middlebury's ability to provide the services, accommodations or protective measures.

Middlebury will, upon written request, disclose to the alleged victim of a crime of violence (as that term is defined in 18 U.S.C. §16), or a non-forcible sex offense (i.e., incest or statutory rape), the report on the results of any disciplinary proceeding conducted by such institution against a student who is the alleged perpetrator of such crime or offense. If the alleged victim is deceased as a result of such crime or offense, the next of kin of such victim shall be treated as the alleged victim for purposes of this paragraph.

On-and Off Campus Support Services

Academic Support and Housing Assistance

Emily Bartels, Director

4265 Ripton, Route 125

Middlebury, VT 05753

802-443-5418

ebartels@middlebury.edu

Disability Services**Student Accessibility Services** (Students Only)

Jodi Litchfield, ADA Coordinator

Middlebury College

Service Building 222

Middlebury, VT 05753

802.443.5936

litchfie@middlebury.edu

Laura Carotenuto (Faculty and staff)

Middlebury College

Human Resources

Marble Works 120

Middlebury, VT 05753

802.443.2012

lcaroten@middlebury.edu

Student Financial Aid**Student Financial Services** (Students)

Middlebury College

85 South Service Road

Middlebury, VT 05753

802.443.5158

SFS@middlebury.edu

Visa and Immigration Assistance**International Student & Scholar Services** (Students, faculty and staff)

Middlebury College

Service Building-Second Floor

Middlebury, VT 05753

802.443.5858

isss@middlebury.edu

Health and Counseling Services (Confidential – Students Only)**Parton Center for Health and Wellness**

Middlebury College

Centeno House

Middlebury, VT 05753

Health Services (Confidential - Students Only)

802.443.5135

Medical care, including pregnancy testing, sexually transmitted infection testing/treatment, injury triage, referral to counseling, advocacy support, and access to a Sexual Assault Nurse Examiner (“SANE”). A SANE exam is conducted by a professional with special training in working with individuals who may have experienced sexual trauma of all kinds. They can care for injuries, test and provide prophylaxis for sexually transmitted infections and/or pregnancy, and collect forensic evidence (if requested). *You do not have to be certain that you have experienced sexual trauma to request a SANE exam or any other kind of medical or emotional care. The SANE can help you discuss options for reporting. You have the right to have someone with you during this exam including an advocate. SANE exams are free of charge.*

Even if you are not sure about reporting your experience to Middlebury, pressing charges with the police, or obtaining a protective order, it makes sense to preserve the option of reporting later by having evidence collected. You can discuss your options directly with the SANE.

Students who need to meet with a SANE while Parton Health Center is open should call Parton at **802-443-5135**, and the staff will arrange for a SANE as soon as possible. If a student needs to meet with a SANE after hours, the SANE is generally on call and may be able to provide care at the Parton Health Center. Please contact Public Safety at 802-443-5911 and request a SANE assessment. You do not need to provide your full name. You can simply give a first name and a phone number so that the SANE can call you back and arrange care.

If for some reason a Parton SANE is unavailable, students will be directed to Porter Hospital which also has nurses trained and certified as SANEs. It is recommended that you call the Porter emergency room in advance and ask for them to arrange to have a SANE available (**802-388-4736**). Middlebury's Public Safety staff can transport you to Porter and will not require you to disclose the reason you are seeking care.

SANE services are available to Middlebury **employees** at Porter Hospital. Employees should contact Porter in advance to ask for them to arrange to have a SANE available (**802-388-4736**).

Before a medical exam, try to preserve the evidence. Resist the urge to cleanse yourself before you seek treatment. It may be difficult to keep from washing yourself, but if you do you may destroy evidence that could be useful should you decide to report the experience. Do not wash, change clothes, eat, drink, smoke, brush your teeth, go to the bathroom, or brush your hair. Bring a change of clothing with you to the exam, since your clothes may be collected as evidence.

These services are confidential, and information is not shared without the individual's written permission, except in the limited circumstances described herein. Health-care professionals are required to report to law enforcement authorities the sexual assault of a person under the age of 18, or where there is risk of immediate danger to self, others or property. Consequently, in some circumstances, providers may not be able—legally or ethically—to maintain confidentiality.

Counseling Services (Confidential - Students only)

802.443.5141

Short-term and crisis counseling is available through the Parton Center for Health and Wellness for students who have been sexually assaulted, have had an upsetting sexual encounter, or have been affected by domestic violence, dating violence, or stalking. These services are confidential, except that mental health professionals are required to report to law enforcement authorities the sexual assault of a person under the age of 18, or where there is risk of immediate danger to self, others, or property. Consequently, in some circumstances, providers may not be able—legally or ethically—to maintain confidentiality.

Faculty or staff who are supporting a student and are in need of advice from a counselor may also use this resource.

When the Parton Center for Health and Wellness is closed: students may access confidential counseling phone support. To access a counselor by phone after hours, call the Counseling number (802.443.5141) and press 1 when instructed to do so. Students may also call Public Safety (802-443-5911) and ask to be connected with a counselor.

MiddSafe: Middlebury Safe and Confidential Advocates

802.377.0239

MiddSafe advocates are Middlebury College students committed to providing a safe and confidential resource for our peers in need of support and information around sexual assault, stalking, dating violence, domestic violence, and other personal violations. MiddSafe Advocates are certified Vermont state crisis workers trained to non-judgmentally and compassionately support individuals in emergency and non-crisis situations.

- Summer MiddSafe services are available at certain times. Office/walk-in and hotline hours will be posted on their [website](#) each summer. MiddSafe is located on the Middlebury College campus, Service Building Room 227A.
- All advocates can provide information to individuals about on- and off-campus services to offer support and advocacy following an act of sexual or domestic violence.
- You can also access 24/7 through their [online advocate tool](#).

Religious Counseling (Confidential)

College Chaplain

Hathaway House
135 South Main St.
Middlebury College
Middlebury, VT 05753
802.443.5626

The College chaplains are available to provide supportive confidential counseling of all kinds, faith-based or otherwise.

Employee and Family Assistance Program (EFAP) (Confidential: Staff and faculty)

1.800.828.6025

Middlebury's Employee and Family Assistance Plan provides confidential counseling and referral services to reduce stress and improve the quality of life for employees. The EFAP provides confidential assessment and referral services, and short-term counseling. The services of the EFAP are free to employees, up to the limits of the plan. All assistance is confidential; no one at Middlebury College will know that an employee has used the EFAP.

e4health administers Middlebury's EFAP program. To access their comprehensive web site, with many tools and articles, go to the [e4health web site](#).

Username: middlebury college

Password: guest

Phone: 800-828-6025

Porter Hospital

802.388.4701

If the Health Center is closed, or if you prefer to seek treatment off campus, you may receive care at Porter Hospital's Emergency Room. Porter Hospital staff offers medical treatment and can collect physical evidence. There may be a Sexual Assault Nurse Examiner available, but this is not guaranteed. You may want to call in advance to request that a SANE be made available, if possible, before you come in. Please see the recommendations above under Parton Health Services regarding evidence collection.

[Counseling Service of Addison County \(CSAC\)](#)

802.388.6751; after hours or in emergencies, call 802.388.7641

CSAC offers a wide range of professional mental health and developmental services designed to meet the needs of those seeking help. Their staff includes persons trained in developmental services, substance abuse treatment, psychiatry, psychology, mental health counseling, and social work. They provide emergency counseling 24 hours a day at the number above. Services may be provided over the phone or in person.

Independent Counselors

In addition to CSAC, there are a number of independent counselors in Addison County with experience working with survivors of sexual assault. For assistance choosing a counselor, you can talk with any member of the Middlebury counseling staff or other individuals with whom you feel comfortable.

[WomenSafe 24-Hour Hotline](#)

1.800.388.4205; Office, 802.388.4205

Based in Middlebury, WomenSafe is a local non-profit organization providing crisis intervention, problem-solving assistance, safety planning, and emotional support to survivors of physical, sexual and/or emotional abuse, including female, male, and transgender members of the Middlebury community. They also provide medical and legal advocacy, and support groups for female survivors.

[Pride Center of Vermont/SafeSpace Vermont](#)

866.869.7341 or 802.863.0003

SafeSpace offers free and confidential services to Lesbian, Gay, Bisexual, Transgender, Questioning (LGBTQ) survivors of all forms of abuse or violence.

Vermont Statewide Emergency Number

800.489.RAPE (802.489.7273)

This number will automatically connect the caller with the local domestic violence/sexual assault program.

For Victims with Disabilities: 800.489.7273

This number will automatically connect the caller with the local program for crisis intervention, peer counseling, court advocacy, information, referral and other services.

Legal Assistance

[Vermont Legal Aid](#): 800.889.2047

[Vermont Bar Association](#): 802.223.2020

Ongoing Care

There is no one correct way to care for yourself or others who have experienced trauma. Middlebury offers a variety of resources and options in the belief that survivors benefit from having many choices available to seek the support and resolution they need. Choose whichever options feel most helpful to you. There are many people on campus and in the greater community who care and can help you to find care for yourself.

- Be patient with yourself. The healing process takes time and includes your physical, emotional, and psychological health.
- Don't neglect your physical health and wellbeing.

- Try not to let others make decisions for you; it's important that you reestablish a sense of control over your choices.
- Seek support from a counselor.
- Don't look for simple answers to explain what happened.
- Know your rights and how to get the support you need.
- Do things you enjoy and give yourself permission to have positive experiences.

Procedures for Institutional Disciplinary Action in Cases of Alleged Domestic Violence, Dating Violence, Sexual Assault and Stalking

Middlebury is committed to providing a campus and workplace environment that is safe and secure for all students, staff, faculty, and others who participate in Middlebury's programs. Sexual misconduct (including sexual assault), domestic violence, dating violence, stalking, and related retaliation are strictly prohibited. Middlebury will take reasonable, prompt and appropriate action to respond to sexual misconduct (including sexual assault), domestic violence, dating violence and stalking where such conduct impacts or has the potential to impact the Middlebury program-based educational, residential, or employment environment of any member of the Middlebury community. Such action could include discipline for employees such as written reprimands, salary freezes (faculty) or termination of employment, or discipline for students such as probationary status, a letter of official discipline, suspension or expulsion from any or all programs in which the student is enrolled or participating. It could also entail non-disciplinary measures such as No Contact Orders and/or No Trespass Orders, training, and providing safety and support services to complainants and affected parties, as appropriate. Factors to be considered in determining sanctions are listed below and in [Section 10 \(H\)](#) of, and [Appendix F](#) to, Middlebury's *Policy Against Sexual Misconduct, Domestic and Dating Violence and Misconduct, and Stalking* (hereinafter referred to as the "SMDVS policy").

As detailed in the SMDVS policy, Middlebury's process will be completed within reasonably prompt timeframes designated by the institution's policy, including a process that allows for the extension of timeframes for good cause and/or due to extenuating circumstances with written notice to the complainant and the respondent of the delay and the reason for the delay; it is conducted in a manner that is consistent with the institution's policies and transparent to the complainant and respondent; it includes timely notice of meetings at which the complainant and respondent may be present; it provides timely and equal access to the complainant, the respondent, and appropriate officials to any information that may be used during the process; and is conducted by officials who do not have a conflict of interest or bias for or against the complainant or the respondent.

The following is a summary of Middlebury's SMDVS process. For a complete recitation of the entire investigation and adjudication process please see [Section 10 of Middlebury's SMDVS Policy – Complaint Investigation and Resolution Procedures](#).

Middlebury's process of addressing cases of alleged sexual misconduct (including sexual assault), dating violence, domestic violence, stalking, and related retaliation is designed to:

- Consider the complainant's rights, the respondent's rights, the community's safety, and applicable laws and Middlebury policies;
- Provide a timely, fair, impartial, and equitable investigation and adjudication process with thoroughness and respect for all involved parties;

- Protect all parties' privacy to the extent practical, while balancing the need to comply with applicable law, maintain campus safety, and provide a safe and nondiscriminatory environment for all students, faculty, staff and covered third parties; and
- Hold all individuals found to have violated Middlebury's policies accountable for their actions and provide appropriate remedies to address the effects of sexual misconduct (including sexual assault), domestic violence, dating violence, stalking and/or related retaliation on the complainant and others.

Middlebury will conduct a prompt, fair and impartial process from the initial investigation to the final result. The complainant and respondent are entitled to the same opportunities to have an advisor of their choice accompany them to any meeting, interview or proceeding that they are attending regarding Middlebury's investigation and adjudication process.

Please see the full text of Middlebury's SMDVS Policy.

Please note the following definitions for the purposes of this Annual Security Report and Middlebury's SMDVS policy, as applicable:

Complainant

Under the SMDVS policy, a complainant is usually an individual filing a complaint of a violation of Middlebury policies. In some cases (such as, e.g., cases in which a person involved in an incident of alleged sexual misconduct (including sexual assault), domestic or dating violence or misconduct, stalking, or related retaliation does not wish to participate in the process but Middlebury decides that the alleged misconduct needs to be investigated), Middlebury may pursue an investigation and adjudication under its SMDVS policy without a designated complainant. In these cases Middlebury may extend some or all of the rights of a complainant as defined in its SMDVS policy to affected parties as deemed appropriate by a Human Relations Officer or Judicial Affairs Officer, as applicable.

For ease of reference, the term "complainant" is also used throughout this Annual Security Report to refer generally to an alleged "victim" or "accuser" as referred to under the Clery Act and/or the Clery Handbook, and is also used generally in the SMDVS policy and herein to refer to an individual who was allegedly subjected to prohibited conduct as defined in Middlebury's SMDVS policy.

Respondent

Under the SMDVS policy, a respondent is an individual whose alleged conduct (e.g., sexual assault, domestic violence, dating violence, stalking or related retaliation) is being investigated to determine if it is in violation of Middlebury's policies. For ease of reference, the term "respondent" is also used throughout this Annual Security Report to refer generally to "the alleged perpetrator" or "the accused" as referred to under the Clery Act and/or the Clery Handbook, and is also used generally in the SMDVS policy and herein to refer to an individual who allegedly engaged in prohibited conduct as defined in Middlebury's SMDVS policy.

Complaint Investigation and Adjudication Process

Middlebury's complaint and adjudication process is outlined in detail in Middlebury's SMDVS Policy (see [Section 10](#) Complaint Investigation and Resolution Procedures). The process for addressing complaints of sexual assault, domestic and dating violence, stalking and related retaliation is summarized below; in the event of any differences between the summary below and the more detailed terms of the investigation and resolution procedures published in the online SMDVS policy, the more detailed terms of the online investigation and resolution procedures will prevail.

- Any Middlebury student, faculty member, staff member or covered third party who has reasonable cause to believe that sexual misconduct (including sexual assault), domestic or dating violence, stalking and/or related retaliation has occurred or is occurring should report this information to the immediate attention of any of the following individuals: a HRO; a JAO; and/or the Title IX Coordinator. Contact information can be found above or in [Appendix B](#) to Middlebury's SMDVS policy.
- A complaint may be made verbally (in person, by phone, or videoconferencing) or in writing (via mail or email) and will ultimately need to be recorded in written form by the complainant or a member of the staff involved with the investigation.
- The HRO/JAO will promptly determine whether the report or complaint alleges conduct that may be prohibited by the SMDVS policy. The HRO/JAO or designee may gather additional information as appropriate before making this determination. During any such initial inquiry, all parties are bound by the confidentiality and cooperation provisions of this policy (see [Section 10.E.7](#), and [Section 16](#)).
- Prior to an investigation or adjudication, the HRO/JAO, Title IX Coordinator and/or designee will consider the complainant's request for confidentiality, if any, in accordance with [Section 3](#) of the SMDVS policy.
- Requests for accommodations will be addressed in accordance with [Section 6](#) of the SMDVS policy. See also Services and Accommodations.
- If it is determined that an investigation and adjudication should proceed under the policy, the HRO/JAO will provide a copy of this policy to the complainant and respondent, and will inform both parties in writing that Middlebury is investigating and adjudicating the possibility that the respondent may have committed sexual misconduct (including sexual assault), domestic or dating violence or misconduct, stalking and/or related retaliation. The parties will also be given notice of any additional possible policy violations being investigated and adjudicated in relation to the incident, and an investigator will be appointed to conduct an investigation that is appropriate under the circumstances, and is prompt, thorough, fair, equitable, objective and impartial. The investigator may consult with the HRO, and others as appropriate, on the strategic direction of the investigation and the preparation of investigation materials.
- A No Contact Order is normally issued to restrict contact and communication between the complainant and respondent for the duration of the investigation. When the totality of the circumstances suggest additional measures are appropriate, temporary removal of a student or employee from campus, a No Trespass Notice, or any other interim measures deemed necessary for the protection of the parties or third parties may be initiated by Middlebury at any time.
- Middlebury may choose to discontinue an investigation at any time. The complainant may request that an investigation be discontinued at any time. Middlebury will attempt to honor the wishes of the complainant. However, to accommodate cases where compelling evidence suggests significant individual or community safety concerns, the decision to discontinue an investigation is within the sole discretion of Middlebury. Please see [Section 3\(D\),\(E\), Confidentiality](#), for a review of the factors to be considered in determining whether to pursue an investigation.

- Once the HRO/JAO decides to pursue an investigation and adjudication, the procedures set forth in the SMDVS policy will apply regardless of where the alleged incident occurred (e.g., on Middlebury-owned or controlled property or off Middlebury-owned or controlled property). Middlebury retains sole discretion in determining whether or not to exercise jurisdiction over off-campus conduct. See also [Section 11, “Scope of Oversight \(Students\)”](#) of the SMDVS policy.
- If either party is concerned that an official involved in the investigation or adjudication (such as, for example, an investigator, JAO, or HRO) may be biased or have a conflict of interest, the party should share their concerns immediately. Concerns of this nature about the investigator should be shared with the JAO/HRO; concerns about the JAO or HRO should be shared with the Title IX coordinator; and concerns about the Title IX coordinator should be shared with the vice president for Human Resources and Risk. The official with whom the concern is shared will consider the concern and inform the parties of a decision as to whether any related action is appropriate and whether an alternate will be appointed. If an alternate investigator, HRO, JAO or Title IX Coordinator is appointed, the alternate shall have the same authority as the designated official.
- Middlebury’s investigation and adjudication process does not require or permit the complainant and respondent to interact or communicate directly or indirectly with each other concerning the process or the matter under investigation at any time. The parties are therefore not permitted to question or cross-examine each other during the course of the investigation.
- To the extent permitted by law, the complainant and respondent will be afforded the same rights and opportunities throughout the investigation and adjudication process, including the opportunity to recommend witnesses and submit evidence. However, investigation logistics, including but not limited to the sequence of interviews, the decision to interview particular witnesses, and the decision to allow or consider evidence offered by the parties, are within the discretion of the HRO and/or investigator.
- Complainants and respondents are entitled to the same opportunities to have an advisor of their choice present at any interviews, meetings, or proceedings that they are attending related to the investigation and adjudication process under this policy. The advisor may advise the complainant or respondent privately, but cannot act as a speaking advocate at a meeting. An investigator or other Middlebury representative may terminate meetings, remove or dismiss advisors, and/or proceed with the investigation or adjudication based on otherwise-available information if an advisor is disruptive or otherwise refuses to comply with the requirements of this policy.
- The complainant and respondent will be asked to identify, preserve, and submit all evidence pertaining to the matter under investigation, and to identify witnesses they believe may have relevant testimony to share. The investigator is not required to consider the evidence submitted or interview any particular witness, even if identified by one of the parties. However, in determining whether to interview witnesses or review evidence, the investigator should consider such factors as equity, fairness, thoroughness, and impartial treatment of both parties.

- All participants in the investigation are expected to cooperate fully by providing complete, accurate, and truthful information. They may also be expected to sign statements or other documents memorializing the information they provided, and may be asked to keep the substance of the interview confidential. Failure to cooperate fully with the investigator may subject the individual to the full range of disciplinary actions, as applicable.
- To protect the integrity of the investigation, complainants, respondents, witnesses, affected parties and advisors shall not disclose any information discussed or revealed during the investigation while the investigation and adjudication process is still pending, other than to the investigator, JAO, HRO, and/or a confidential resource such as their mental health counselor or attorney (who also must not disclose such information), except if they reasonably believe that disclosing such information to a law enforcement agency is necessary to lessen or avoid a substantial and imminent risk of physical harm to any person, or they are otherwise required by law to do so. It is also critical that all involved parties and their advisors and supporters adhere to the retaliation prohibition included in this policy; see [Section 4, Retaliation](#), for more information. Complainants and respondents are advised to discuss any questions or concerns they have about these issues with the JAO.
- After Middlebury's investigation and adjudication process has concluded, complainants, respondents, witnesses, affected parties and advisors are prohibited from disclosing, describing, or publishing any and all documents Middlebury provided during the investigative and/or adjudicative process, unless the disclosure is required or expressly permitted by law or applicable guidance. While this provision prohibits dissemination of Middlebury's investigation materials and information an individual learns from these materials, it does not prohibit the sharing of information about which individuals have independent knowledge as long as they do not engage in [retaliation](#) as defined by this policy or violate any other Middlebury policies.
- In accordance with applicable law and/or federal guidance, a complainant is not prohibited from sharing the results of a case involving a report of sexual assault, domestic violence, dating violence or stalking. The results of a case consist of the name of the respondent, any violation found to have been committed, and any sanction imposed against the respondent by Middlebury.
- All materials collected and generated in the course of an investigation are the property of Middlebury. Complainants, respondents, witnesses, affected parties and advisors may not record interviews or administrative meetings associated with the investigation and adjudication process.
- Formal rules of evidence applicable in court proceedings do not apply to the investigation and adjudication process.
- When the investigator determines that sufficient information has been collected to allow the investigator to make a recommended finding, the complainant and respondent may review the witness statements and evidentiary materials. Although each party may share access to the contents of the investigation materials with an advisor of choice, all parties and advisors must adhere to the confidentiality requirements in of the SMDVS policy.

- After reviewing the investigation materials, each party may have an individual meeting with HRO, during which they will have a reasonable opportunity to comment on the content of the evidentiary materials. If either party wishes to submit new evidentiary material, they may do so prior to the HRO meeting. The meeting will be audio recorded, and the investigator may be present. The HRO meetings will normally be scheduled at least seven days after access to the initial evidentiary materials has been provided to the parties. The HRO has sole discretion to direct the parties to focus on relevant issues and/or limit redundancies, and to determine the overall length of the meeting.
- If it is deemed that any evidence has emerged at this stage that warrants further inquiry, the investigator will pursue additional investigation. Both parties will be provided with access to any new evidentiary materials collected or generated at this stage, including the transcriptions of the HRO meetings, prior to the official determination.
- Each party may submit one character reference letter no later than seven days from the day the parties have been provided with access to the investigation materials.
- After considering the parties' responses to the evidentiary materials and their character references and completing any additional investigation deemed appropriate, the investigator will prepare a report for the HRO. The report will include the investigator's recommended finding of whether the SMDVS policy (or other policies, as applicable) has/have been violated and the investigator's rationale. The investigator's recommendation will be based on the preponderance of evidence standard, i.e., whether it is more likely than not that the policy was violated. While the investigator may consult with the HRO and others as appropriate regarding the preparation of the report, the recommended findings are within the discretion of the investigator. The HRO will have access to all investigation materials, including character references.
- The JAO will provide both parties with access to the investigator's report, and to any additional materials collected or generated after the initial investigation materials were shared with the parties, prior to the HRO's issuance of a determination. Each party may submit a written response within seven days of receipt of access to these materials. The JAO/HRO may extend this deadline if warranted by the circumstances. Each party may request access to the other party's written statement after both statements have been received by the JAO and the deadline has passed.
- If at any point prior to the issuance of an official determination new relevant evidence that will be used during the proceeding is identified, it will be shared with the complainant and respondent, who will have an opportunity to submit a written response within a time frame determined by the HRO/JAO. The written responses, if submitted, will be shared with and considered by the HRO prior to the HRO's issuance of an official determination. The HRO may move forward with a determination or may direct the investigator to pursue an additional investigation and supplement their report. If the report is supplemented the parties will have access to the report and any additional evidence and will have an opportunity to submit a written response by a deadline established by the HRO/JAO.

Determination

- The HRO is responsible for making the determination of whether the SMDVS policy (or other policies, as applicable) has been violated. The HRO is not bound by the investigator's report; rather, it is advisory to the HRO. The HRO may accept or reject the investigator's recommended finding in whole or in part, and may request additional relevant information before making a determination. The HRO may consult with the investigator and/or other persons as determined appropriate in the discretion of the HRO. The HRO will avoid duplicating the efforts of the investigator, as well as accepting the investigator's recommended finding without careful review of all of the evidence.
- After review of all of the evidence, the investigator's report and recommended finding, and the parties written responses and character references, the HRO will issue a determination, in writing, as to whether allegations of sexual misconduct (including sexual assault), domestic violence, dating violence, stalking, related retaliation and/or any additional prohibited behaviors being investigated, are proven by a preponderance of the evidence. The HRO's determination will be based on a preponderance of the evidence standard. The determination will contain an explanation for the rationale for the determination, including:
 - how the evidence and information presented during the investigation and adjudication process was weighed;
 - how the standard of evidence was applied; and
 - how the evidence and information support the determination.
- The complainant and respondent will be simultaneously informed, in writing:
 - of the HRO's determination (that is, the result of the proceeding and the rationale);
 - of Middlebury's procedures for complainants and respondents to appeal the HRO's determination and/or actions imposed, if applicable;
 - of any change to the results of the disciplinary process that occurs prior to the time that such results become final; and
 - when such results become final.
- If the respondent is a **faculty member**, both parties will be notified of the HRO's determination in writing, to the extent permitted by law. Both parties in Middlebury College faculty-respondent cases may appeal the finding at this point, based on the grounds and following the procedures described in [Section 10\(J\), Appeals](#). For Middlebury College faculty members, the sanctioning process will remain in abeyance until any appeals of the HRO's determination are complete.

Sanction

- If the HRO finds that the respondent engaged in behavior that violates this policy (or other Middlebury policies under investigation, as applicable), the JAO will, in accordance with sections applicable to staff, faculty, and students, below, forward the case to the appropriate supervisory authority for the program at issue, who will assign a sanction or sanctions, and other actions as appropriate. See also the factors considered in the issuance of sanctions as articulated in [Section \(H\), Sanction](#) of the SMDVS policy.

- If appeal rights exist, sanctions and other actions will go into effect at the expiration of the deadline for the submission of an appeal, if no appeal is submitted, or at the conclusion of the appeal process if applicable. If appeal rights do not exist, sanctions and other actions will go into effect immediately. This language does not preclude the possibility of emergency action as needed; please see [Section 13, Emergency Withdrawal, Suspension or Expulsion](#) of the SMDVS policy.
- If the HRO finds that a **staff member** has engaged in conduct that violates this policy (or other Middlebury policies under investigation, if applicable), each party may submit to the JAO a Sanction Statement sharing any thoughts they would like to have considered in the determination of a sanction. The JAO will then provide the case materials, including the Sanction Statements, to the appropriate supervisory authority for the program at issue (e.g., the Middlebury College Human Resources Department). The JAO will also provide the Sanction Statements to the HRO, who after reviewing them will make a sanction recommendation to the appropriate supervisory authority. After review of the HRO's recommendation, the supervisory authority will initiate procedures to determine and impose appropriate disciplinary action. Disciplinary sanctions for a finding of sexual assault, domestic or dating violence, stalking, or related retaliation may include written reprimands or termination of employment. Although sanctions for violations of the SMDVS policy can include any form of discipline as stated in this section, staff found to have committed sexual assault will most likely receive a sanction of termination of employment. Middlebury may also take other action as deemed appropriate under the circumstances (e.g., remedies applied to the respondent to address the needs of the complainant and/or the community, including but not limited to building restrictions, reassignment of work duties, training, modification of No Contact Orders to favor the complainant, and other actions to preserve the rights of the complainant and the community to a safe environment).
- If the HRO finds that a **faculty member** has engaged in conduct that violates this policy, or other Middlebury policies under investigation, if applicable (absent or following an appeal by a Middlebury College faculty member in accordance with [Section 10 \(G\) 3](#), if an appeal was granted), each party may submit to the JAO a Sanction Statement sharing any thoughts they would like to have considered in the determination of a sanction. The JAO will then provide the case materials, including the Sanction Statements, to the appropriate supervisory authority for the program at issue (e.g., the Middlebury College Vice President of Academic Affairs (VPAA)/dean of Faculty, interim EVP/Provost or the VPAA/dean of Schools). The JAO will also provide the Sanction Statements to the HRO, who after reviewing them will make a sanction recommendation to the appropriate supervisory authority. Sanctioning and appeals for faculty whose primary appointment is with the undergraduate college will follow the procedures for Middlebury College faculty, regardless of the program for which the individual was employed at the time of the incident.
- After review of the HRO's recommendation, the supervisory authority will initiate procedures to determine and impose appropriate disciplinary action according to the procedures in existing Faculty Handbook policies and/or contracts, as applicable. Disciplinary sanctions for a finding of sexual assault, domestic or dating violence, stalking, or related retaliation may include written reprimands, salary freeze, or termination of employment. Middlebury may also take other action as deemed appropriate under the circumstances (including but not limited to remedies applied to the respondent to address the needs of the complainant and/or the community, including but not limited to building restrictions, reassignment of classes or other work duties, training, modification of No Contact Orders to favor the complainant,

and other actions to preserve the rights of the complainant and the community to a safe environment).

- If the HRO finds that a **student** has engaged in conduct that violates this policy (or other Middlebury policies under investigation), each party may submit to the JAO a Sanction Statement sharing any thoughts they would like the appropriate authority to consider when assigning a sanction. The JAO will then provide the case materials, including the Sanction Statements, to the appropriate supervisory authority or authorities (e.g., director of the Bread Loaf School of English). The JAO will also provide the Sanction Statements to the HRO, who after reviewing them will make a sanction recommendation to the appropriate supervisory authority or authorities. When multiple supervisory authorities are involved in assigning sanctions, they may collaborate with each other as appropriate.
- After a review of the HRO's recommendation, the supervisory authority may impose disciplinary and/or other appropriate action. Prior conduct may be taken into account in the assignment of these actions.
- Detailed information about disciplinary sanctions and their correspondence with conduct prohibited under this policy, can be found below and in the SMDVS policy, [Appendix F, Sanctions](#). For a finding of sexual assault, domestic or dating violence, stalking, or related retaliation, sanctions could include written reprimands, probationary status, letters of official discipline, suspension, or expulsion from any or all Middlebury program(s) in which the student is enrolled or participating. Although sanctions for violation(s) of this policy can include any form of discipline as stated in this section, students found to have committed sexual assault will most likely receive a sanction of suspension or expulsion.
- Middlebury may also take other non-disciplinary action as deemed appropriate under the circumstances (e.g., remedies applied to the respondent to address the needs of the complainant, including but not limited to room changes, class changes, building restrictions, extracurricular activity restrictions, modification of No Contact Orders to favor the complainant, and other actions to preserve the rights of the complainant to a safe environment). Middlebury may also provide notice of the matter to the appropriate supervisory authority of any Middlebury program in which the respondent intends to participate, who may consider this information in determining the respondent's admission to the program and/or other program participation parameters, as appropriate. Notification of a finding of responsibility, sanction, or other action under this policy may also be provided to the home institution of non-Middlebury undergraduate and graduate students or any other program in which the student is enrolled or to which the student is pursuing enrollment.
- If the conduct occurred during the course and scope of the student's employment at Middlebury, the matter will be referred jointly to the Human Resources Department and the appropriate supervisory authority for the program at issue, as applicable, for disciplinary sanctions that may include written reprimands, or termination of employment, and/or written reprimands, probationary status, letters of official discipline, suspension, or expulsion from Middlebury, or other action as deemed appropriate under the circumstances. Additional non-disciplinary outcomes, such as training or extending and modifying mutual No Contact Orders, may also be imposed regardless of the finding.

- The complainant and respondent will be simultaneously informed, in writing, of (a) any disciplinary or other action arising out of an allegation of sexual misconduct (including sexual assault), domestic or dating violence, stalking, related retaliation or any other alleged policy violation that was investigated and adjudicated under this policy, and the rationale for the disciplinary and/or other action; (b) Middlebury's procedures for complainants and respondents to appeal the HRO's decision and/or discipline and/or actions imposed, if applicable; (c) any change to the results of a disciplinary process that occurs prior to the time that such results become final; and (d) when such results become final.
- In explaining the rationale for the result, the supervisory authority will indicate: (1) how the evidence and information presented during the investigation and adjudication process was weighed; (2) how the standard of evidence was applied; and (3) how the evidence and information support the sanction determination.

Sanctions for Students

Sexual Assault (includes rape, fondling, incest and statutory rape)

Possible sanctions: reprimand, probationary status, letter of official discipline, suspension or expulsion. In cases when a respondent is found responsible for committing sexual assault, suspension or expulsion is the likely outcome. If suspension (which ordinarily will not exceed one and one-half academic years) is assigned, its duration will be determined in part by complainant needs, and reinstatement or readmission criteria may include but are not limited to evidence of satisfactory progress by the respondent on relevant issues. The conditions of reinstatement or readmission will be communicated to both parties. If the respondent's return will coincide with the complainant's presence at Middlebury, additional accommodations for the complainant and/or conditions on the respondent to preserve the right of the complainant to a safe environment may be assigned, including but not limited to room assignment consideration, class changes, No Contact Order adjustments, and/or building or extracurricular activity restrictions.

Domestic or Dating Violence, Stalking and Related Retaliation

Possible sanctions: reprimand, probationary status, letter of official discipline, suspension or expulsion. If suspension (which ordinarily will not exceed one and one-half academic years) is assigned, its duration will be determined in part by complainant needs, and reinstatement or readmission criteria may include but are not limited to evidence of satisfactory progress by the respondent on the issues at hand. The conditions of reinstatement or readmission will be communicated to both parties. If the respondent's return will coincide with the complainant's presence at Middlebury, additional accommodations for the complainant and/or conditions on the respondent to preserve the right of the complainant to a safe environment may be assigned, including but not limited to room assignment consideration, class changes, No Contact Order adjustments, and/or building or extracurricular activity restrictions.

See also SMDVS Policy, [Appendix F](#) for a complete description of the sanctions applicable to students.

Sanctions for Staff

Possible sanctions for a staff member found to have committed sexual assault, domestic or dating violence, stalking, or related retaliation may include written reprimands or termination of employment. Although sanctions for violation(s) of this policy can include any form of discipline as stated in this section, staff members found to have committed sexual assault will most likely receive a sanction of termination of employment. Middlebury may also take other action as deemed appropriate under the circumstances (e.g., remedies applied to the respondent to address the needs of the complainant and/or the community, including but not limited to building restrictions, reassignment of work duties, training, modification of No Contact Orders to favor the complainant, and other actions to preserve the rights of the complainant and the community to a safe environment).

See also SMDVS Policy, [Appendix F](#) for a complete description of the sanctions applicable to staff.

Sanctions for Faculty

Sanctions for faculty whose primary appointment is with the undergraduate college will follow the procedures for Middlebury College faculty, regardless of the program for which the individual was employed at the time of the incident. Disciplinary actions will be determined and assigned according to the procedures in existing Faculty Handbook policies and/or other contracts or handbooks, as applicable to the faculty member and/or program at issue. Possible disciplinary sanctions for faculty found to have committed sexual assault, domestic or dating violence, stalking, or related retaliation may include written reprimands, salary freeze, or termination of employment. Middlebury may also take other action as deemed appropriate under the circumstances (including but not limited to remedies applied to the respondent to address the needs of the complainant, including but not limited to building restrictions, reassignment of classes or other work duties, training, modification of No Contact Orders to address the needs of the complainant and/or the community, and other actions to preserve the rights of the complainant and/or the community to a safe environment).

See also SMDVS Policy, [Appendix F](#) for a complete description of the sanctions applicable to faculty.

Appeals

- In cases where the respondent is a student or faculty member, the complainant and the respondent each have the right to an appeal. Appeals are accepted on the basis of one or more of the following:
 - discovery of significant new factual material not available to the HRO that could have affected the original result; however, prior omission of factual information that the appealing party knew or should reasonably have known about is not a ground for an appeal;
 - procedural error where the error prevented fundamental fairness;
 - abuse of discretion in the issuance of a sanction, meaning that the appropriate supervisory authority imposed a sanction significantly disproportionate to the offense.

For more information about the appeals process for students and faculty please see SMDVS Policy, [Section 10 \(J\), Appeals](#).

Time Frames for the Investigation, Adjudication, and Determination of Sanctions

Middlebury endeavors to limit the period from the commencement of an investigation through its adjudication (determination issued by the HRO), exclusive of any appeal(s), to ninety (90) calendar days. This time frame may be extended for good cause, which may exist if additional time is necessary to ensure the integrity and completeness of the investigation, to comply with a request by external law enforcement for temporary delay to gather evidence for a criminal investigation, to accommodate the availability of witnesses, to account for Middlebury breaks or vacations, to account for complexities of a case, including the number of witnesses and volume of information provided by the parties, or for other legitimate reasons. Once the investigation and adjudication process is initiated under the SMDVS policy, the parties will be given notice of the date and time of any related meetings, interviews or proceedings that they may attend. While each party may have an advisor of choice, Middlebury will not permit advisor scheduling to unreasonably delay or extend the investigation and/or adjudication process. The JAO will notify the parties in writing of any extension of this time frame and the reason for such extension. The JAO will also consider extension requests from the parties.

Appeals must be made within five days of receipt of the HRO's determination in cases where the respondent has not been found responsible for a policy violation, or within five days of receipt of the decision regarding sanctions and/or other actions, if applicable. The JAO/HRO and/or Middlebury official hearing the appeal may extend this deadline if warranted by the circumstances. Absent extenuating circumstances, the Middlebury official will notify the complainant and respondent of the appeal decision simultaneously in writing within twenty business days of the appeal receipt deadline. For more information about the time frames applicable to appeals please see SMDVS Policy, [Section 10.J, Appeals](#).

Absent extenuating circumstances, the appropriate supervisory authority or responsible official will issue a decision regarding discipline and/or other appropriate action (for example, in the case of a faculty respondent who is subject to the Middlebury College Faculty Handbook, initiation of a Misconduct Review), to the extent applicable, within 5 days after the deadline for submission of Sanction Statements by the parties, or within 5 days after completion of any appeals of the HRO's original determination, as applicable (see "[Appeals in Middlebury College Faculty-Respondent Cases](#)"). In faculty or staff matters, this time period may be shorter or longer depending on the circumstances, including any contractual rights of the parties.

Training of Individuals Conducting Investigations and Adjudications

Individuals conducting investigations and adjudications under Middlebury's SMDVS policy will receive training annually on issues related to sexual misconduct (including sexual assault), domestic violence, dating violence, stalking, and related retaliation, and on how to conduct a prompt, fair, and impartial investigation and/or adjudication process that protects the safety of complainants and promotes accountability. The annual training is typically delivered in-person and includes, for example, investigatory techniques based on best practices; how to properly, fairly and thoroughly question parties and witnesses; Middlebury's policy and procedures; and review of applicable laws and regulations. HROs, JAOs, and the Title IX Coordinator also receive trainings beyond the annual live training described above.

Written Notice of Rights and Options Provided to Students or Employees Who Report that They Have Been a Victim of Domestic Violence, Dating Violence, Sexual Assault, or Stalking

When a student or employee reports to Middlebury that the student or employee has been a victim of dating violence, domestic violence, sexual assault, or stalking, whether the offense occurred on or off campus, the institution will provide the student or employee a written explanation of the student's or employee's rights and options, as described in this Annual Security Report and in applicable paragraphs of the Clery Act regulations. Specifically, in sum, students, faculty, staff or covered third parties who

report that they have been a victim of domestic violence, dating violence, sexual assault or stalking, whether the offense occurred on or off campus, shall be provided with written notification of:

- Existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available for reported victims both on and off campus;
- Options for, available assistance with, and how to request, changes to academic, living, transportation and working situations or protective measures, if so requested by the victim and if such accommodations are reasonably available, regardless of whether the victim chooses to report the crime to campus police or local law enforcement. Middlebury must make such accommodations or provide such protective measures if the victim requests them and if they are reasonably available, regardless of whether the victim chooses to report the crime to campus police or local law enforcement;
- Possible sanctions or protective measures that Middlebury may impose following a final determination under its *Policy Against Sexual Misconduct, Domestic and Dating Violence and Misconduct, and Stalking*;
- The importance of preserving evidence as may be necessary to the proof of criminal domestic violence, dating violence, sexual assault, or stalking or in obtaining an order of protection;
- Information about reporting to campus officials;
- Options to notify law enforcement (and the option not to) and to be assisted by Middlebury officials in doing so;
- The rights of reported victims, where applicable, and Middlebury's responsibilities regarding orders of protection, No Contact Orders, No-Trespass Notices, restraining orders, or similar lawful orders issued by a criminal, civil or tribal court;
- Information about how Middlebury will protect the confidentiality of reported victims in reference to publicly available recordkeeping (including Clery Act reporting and disclosures) and accommodations or protective measures;
- Information about Middlebury's procedures for investigating and adjudicating complaints of sexual misconduct (including sexual assault), domestic violence, dating violence and stalking, including notification to the parties of the outcome.

Definitions: Vermont State Laws

VERMONT

Consent: Words or actions by a person indicating a voluntary agreement to engage in a sexual act.

Sexual Assault:

- (a) No person shall engage in a sexual act with another person and compel the other person to participate in a sexual act:
- (1) without the consent of the other person; or
 - (2) by threatening or coercing the other person; or
 - (3) by placing the other person in fear that any person will suffer imminent bodily injury

- (b) No person shall engage in a sexual act with another person and impair substantially the ability of the other person to appraise or control conduct by administering or employing drugs or intoxicants without the knowledge or against the will of the other person.
- (c) No person shall engage in a sexual act with a child who is under the age of 16, except:
 - (1) where the persons are married to each other and the sexual act is consensual; or
 - (2) where the person is less than 19 years old, the child is at least 15 years old, and the sexual act is consensual.
- (d) No person shall engage in a sexual act with a child who is under the age of 18 and is entrusted to the actor's care by authority of law or is the actor's child, grandchild, foster child, adopted child, or stepchild.
- (e) No person shall engage in a sexual act with a child under the age of 16 if:
 - (1) the victim is entrusted to the actor's care by authority of law or is the actor's child, grandchild, foster child, adopted child, or stepchild; or
 - (2) the actor is at least 18 years of age, resides in the victim's household, and serves in a parental role with respect to the victim.
- (f)
 - (1) A person who violates subsection (a), (b), (d), or (e) of this section shall be imprisoned not less than three years and for a maximum term of life, and, in addition, may be fined not more than \$25,000.00.
 - (2) A person who violates subsection (c) of this section shall be imprisoned for not more than 20 years, and, in addition, may be fined not more than \$10,000.00.
- (g) A person convicted of violating subsection (a), (b), (d), or (e) of this section shall be sentenced under [section 3271](#) of this title.

A “sexual act” means conduct between persons consisting of contact between the penis and the vulva, the penis and the anus, the mouth and the penis, the mouth and the vulva, or any intrusion, however slight, by any part of a person’s body or object into the genital or anal opening of another.

Vermont Statutes: [13 V.S.A. § 3251](#) & [13 V.S.A. § 3252](#).

Domestic Assault: Any person who attempts to cause or willfully or recklessly causes bodily injury to a family or household member, or willfully causes a family or household member to fear imminent serious bodily injury shall be imprisoned not more than 18 months or fined not more than \$5,000.00, or both.

“*Household members*” means persons who, for any period of time, are living or have lived together, are sharing or have shared occupancy of a dwelling, are engaged in or have engaged in a sexual relationship, or minors or adults who are dating or have dated.

Domestic Assault (Dating Relationship): Domestic assault includes attempting to cause or to willfully or recklessly cause bodily injury to a person one is dating or has dated or to willfully cause such person to fear imminent serious bodily injury. “Dating” means a social relationship of a romantic nature. Factors that the court may consider when determining whether a dating relationship exists or existed, include:

- (a) the nature of the relationship;
- (b) the length of time the relationship has existed;

- (c) the frequency of the interaction between the parties; and
- (d) the length of time since the relationship was terminated, if applicable.

Vermont Statutes: [13 V.S.A. § 1042](#) & [15 V.S.A. § 1101](#)

Stalking: “*Stalk*” means to engage purposefully in a course of conduct directed at a specific person that the person engaging in the conduct knows or should know would cause a reasonable person to fear for his or her safety or the safety of another or would cause a reasonable person substantial emotional distress.

“*Course of conduct*” means two or more acts over a period of time, however short, in which a person follows, monitors, surveils, threatens, or makes threats about another person, or interferes with another person’s property. The definition shall apply to acts conducted by the person directly or indirectly, and by any action, method, device, or means. Constitutionally protected activity is not included within the meaning of “course of conduct.”

“*Threaten*” shall not be construed to require and express or overt threat.

“*Emotional distress*” means significant mental suffering or distress that may, but does not necessarily, require medical or other professional treatment or counseling.

“*Reasonable person*” means a reasonable person in the victim’s circumstances.

Vermont Statutes: [13 V.S.A. § 1061](#) (as amended July, 2016)

For information about the criminal laws in other jurisdictions where Middlebury operates its programs please see [Appendix A](#) to the SMDVS policy and [Local Resources and Laws](#) on the Schools Abroad website (as applicable to the School Abroad program at issue).

Sex Offender Registry

Campus Sex Crime Prevention Act

The federal Campus Sex Crimes Prevention Act requires higher education institutions to issue statements advising campus communities about where they can obtain law enforcement-agency-based, state-provided information concerning registered sex offenders.

In Vermont convicted sex offenders must register with the Vermont Crime Information Center (VCIC), which is maintained by the Vermont Department of Public Safety. Any person requesting, in accordance with the law, information on specific offenders may obtain that information. See [Sex Offender Registry](#). You may also contact the [Vermont Crime Information Center](#)’s website or (802) 241-5400.

According to the State of Vermont’s Department of Public Safety Crime Information Center, local law-enforcement agencies and the Vermont Crime Information Center are authorized to release relevant registry information to the public when requestors can articulate a specific concern about their safety or the safety of another. State statute requires that the requestor provide the subject’s name as the basis for the query. Queries made to law enforcement agencies or Vermont Crime Information Center may not be done by street address, town or county.

The registry information may also be disclosed to the following agencies, organizations, or persons:

- Local, state, and federal law-enforcement agencies exclusively for law-enforcement purposes;

- State and federal governmental agencies for the exclusive purpose of conducting confidential background checks;
- Any employer, including a school district, who is authorized by law to request records and information from the Vermont Crime Information Center where such disclosure is necessary to protect the public concerning persons required to register under this subchapter;
- A person identified as a sex offender in the registry for the purpose of reviewing the accuracy of any record relating to them.

The registry is prohibited from releasing lists of offenders in response to general questions regarding sex offenders' whereabouts in particular communities. Victims' identities shall not be released.

See also State of Vermont Department of Public Safety Vermont Crime Information Center [Sex Offender Registry](#).

Contact Information

Vermont Sex Offender Registry

45 State Drive
Waterbury, VT 05671-1300
Tel: 802.241.5400
Fax: 802.241.5552
Email: DPS.SOR@vermont.gov

Anti-Harassment/Discrimination Policy

Middlebury College ("Middlebury") is committed to maintaining a diverse and inclusive campus environment where bigotry and intolerance are unacceptable. Discrimination and harassment, including sexual harassment, and related retaliation, as defined by applicable law and the corresponding terms of this policy, are antithetical to Middlebury's mission. Middlebury strictly prohibits conduct that constitutes unlawful discrimination and harassment, including sexual harassment, as well as related retaliation, as defined in its policy. Middlebury will take reasonable and appropriate remedial action to prevent unlawful discrimination, harassment, and related retaliation, eliminate any hostile environment, prevent its recurrence, and correct its discriminatory effects on the complainant and others, if applicable.

Except as otherwise specified herein, this Anti-Harassment/Discrimination Policy (AH/D Policy) applies to faculty, staff, students, and applicants (for employment to Middlebury's programs; hereinafter referred to as "applicants") as well as to others who participate in Middlebury programs and activities, including the undergraduate college, the Language Schools, the School of the Environment, MiddCORE, Bread Loaf School of English, Bread Loaf Writers' Conference, Middlebury C.V. Starr Schools Abroad, and the Middlebury Institute of International Studies at Monterey ("the Middlebury Institute"). Procedures for filing and resolving complaints of unlawful discrimination and harassment, including sexual harassment and related retaliation in such programs are set forth in the [AH/D Policy](#); however, where applicable law mandates different procedures and/or policies with respect to Middlebury programs outside Vermont, those procedures and/or policies will apply.

Middlebury does not discriminate on the basis of sex in its education programs and activities, and Title IX of the Education Amendments of 1972 as amended (“Title IX”), as well as applicable state law, requires that it not discriminate in such a manner. Prohibited sex discrimination includes sexual harassment and sexual misconduct (which includes sexual assault and sexual exploitation) as defined by Middlebury’s policies. Middlebury’s [Compliance Officer/Title IX Coordinator](#) is responsible for coordinating Middlebury’s efforts to comply with and carry out its responsibilities under Title IX (contact information is listed in [Appendix A](#) to Middlebury’s AH/D Policy). The Title IX Coordinator’s responsibilities include overseeing all Title IX complaints and identifying and addressing any patterns or systemic problems that arise during the review of such complaints. Inquiries concerning the application of Title IX may be referred to the Compliance Officer/Title IX Coordinator or to the United States Department of Education Office for Civil Rights (contact information is listed in [Appendix A](#) to Middlebury’s AH/D Policy). See also Middlebury’s [Nondiscrimination Statement](#).

Printed copies of these policies are also available upon request at a number of Middlebury offices, including [Interim Vice President for Student Affairs/Dean of Students](#), [Commons deans](#), [Executive Vice President and Provost](#), [Public Safety](#), [Human Resources](#), [Vice President for Human Resources and Chief Risk Officer](#), [Title IX Coordinator/Compliance Officer](#) and the Bread Loaf director.

All members of the Middlebury community (faculty, staff, and students) and applicants have the right to pursue discrimination and harassment complaints, including sexual harassment and related retaliation, beyond Middlebury, utilizing local, state, or federal enforcement agencies, including local and state police agencies, as appropriate, regardless of whether they choose to file a complaint under this policy (see contact information in [Appendix A](#) to the AH/D Policy). The agencies listed in [Appendix A](#) can conduct impartial investigations, and facilitate conciliation, and if an agency finds that there is probable cause or reasonable grounds to believe that unlawful harassment, discrimination, or retaliation has occurred, it may take the case to court.

There are certain time deadlines for the filing of complaints with state and federal agencies and/or state or federal court. Therefore, individuals who choose to pursue harassment, discrimination, or retaliation charges beyond Middlebury’s procedures should contact these agencies or their attorney for further assistance (see [Appendix A](#) to the AH/D Policy).

There are many resources available to individuals who are involved in some way with an incident of discrimination, retaliation, or harassment, including sexual harassment. Please see [Appendix A](#) & [Appendix B](#) to the AH/D Policy for contact information and resources.

Faculty, staff or students found to have violated Middlebury’s AH/D Policy may be subject to the full range of disciplinary actions, as applicable, up to and including termination of employment, suspension, or expulsion.

All Middlebury Programs

Human Relations Officers

Thaddeus Watulak

Middlebury College

Service Building

802.443.5741

twatulak@middlebury.edu

Alternate Human Relations Officers

Laura Carotenuto
Middlebury College
Human Resources
Marble Works 120
Middlebury, VT 05753
802.443.2012
lcaroten@middlebury.edu

Civil Rights and Title IX Coordinator

Marti McCaleb, JD
Middlebury College
Service Building 213
802.443.2147
mmccaleb@middlebury.edu

Human Relations Officer

Eric Lopez, JD
Middlebury College
Service Building 213
802.443.3324
el@middlebury.edu

Bread Loaf School of English

Emily Bartels, Director
4265 Ripton, Route 125
Middlebury, VT 05753
802-443-5418
ebartels@middlebury.edu

Lyndon Dominique, Associate Director

4265 Ripton, Route 125
Middlebury, VT 05753
802.443.5418
ldominique@middlebury.edu

Jeffrey W. Cason

Executive Vice President and Provost
Middlebury College
Sunderland Language Center 125
Middlebury, VT 05753
802.443.5745
cason@middlebury.edu

See also Contact information for Reports to Middlebury Officials or Law Enforcement.

Middlebury's Alcohol and Other Drugs Policy

Introduction

Middlebury is committed to promoting individual and community health, safety, and responsibility. We expect all students and employees to observe local, state, and federal laws governing the possession, use, and furnishing of alcoholic beverages and controlled substances, also referred to as illegal drugs, and failure to do so is prohibited. We have also committed to ensuring that, in accordance with the Drug-Free Schools and Community Act of 1989 and the Drug-Free Schools and Campuses Regulations, our policies concerning alcohol and drugs contain clear statements about:

1. the standards of conduct that clearly prohibit the unlawful possession, use, or distribution of illegal drugs and alcohol by students and employees;
2. that Middlebury will impose disciplinary sanctions on students and employees who violate these policies (consistent with local, state, and federal law);
3. the applicable legal sanctions under local, state, or federal law for the unlawful possession or distribution of illegal drugs and alcohol; and
4. health risks and information regarding drug or alcohol counseling, treatment or rehabilitation, or reentry programs that are available to students and employees. When alcohol violations occur, disciplinary sanctions will be imposed in accordance with this policy. Serious incidents that put a student or others at risk of harm, as well as repeated offenses, may require a more vigorous response, including referral to counseling or a treatment facility, a leave of absence, and/or disciplinary outcomes as appropriate.

Therefore, Middlebury will:

- a. Inform students and employees of federal, state, and local laws, and Middlebury policies, to which they are accountable, and hold them accountable to those policies under Middlebury's governance;
- b. Encourage an environment of enriching extracurricular and social opportunities that includes substance-free events and appropriate venues for students of legal age who choose to drink;
- c. Educate members of the community through academic and student life programs and policies about the role of alcohol and drugs in our society, safe and responsible decisions around alcohol consumption, and the negative individual and community consequences of abuse; and
- d. Where appropriate, provide educational and health services to students who choose to use alcohol or drugs, who experience negative consequences, or who violate the commitment to individual and community safety.

Middlebury Policies and Local, State, and Federal Law

All students, faculty, staff, and visitors are subject to local, state, and federal laws, as well as Middlebury drug and alcohol policy rules and regulations, while on Middlebury-owned or -leased properties or involved with off-campus activities sponsored by Middlebury or a registered Middlebury organization. Middlebury does not protect students or employees from prosecution for drug or alcohol offenses under local, state, or federal laws, and does not interfere with legitimate law enforcement activities. Law enforcement officers may have a legal right to search individuals, and with consent or proper documentation may search property—including Middlebury residence hall rooms—without prior notice. Middlebury also reserves the right to furnish the police with information regarding alleged illegal activities.

In order to preserve the safety of our residents, the state of Vermont and Middlebury both adhere to policies that limit disciplinary consequences under certain circumstances when appropriate care is sought for individuals in drug- or alcohol-related distress. Please see the [Good Samaritan Policy](#) below for more information. Additionally, if student health and safety concerns resulting from a student's use of alcohol and/or drugs arise, parents or guardians may be notified. See [Health and Community Responsibility](#) below for more information.

Alcohol

The following actions are prohibited:

- a. Underage drinking. Only persons of legal age (21 or older in the United States, and as defined by the laws of a foreign host country) may possess or consume alcoholic beverages. Legal proof of age, such as a valid driver's license, state-issued liquor identification card, or passport may be required.
- b. Purchasing, serving, or furnishing alcohol for/to a minor.
- c. Selling, manufacturing, or distributing alcohol illegally.
- d. Possession, production, or provision of false ID.
- e. Operating a motor vehicle while under the influence of alcohol or other drugs. Driving on or off campus under the influence of drugs or alcohol is prohibited. Fines are assessed, and driving privileges on campus will be suspended. Students who are charged by law enforcement officers with Driving Under the Influence (DUI) and are awaiting the court outcome shall have their campus driving privileges suspended pending the court disposition. In those incidents where the DUI involves an accident with injuries to others, or other exceptional factors, immediate disciplinary action may take place.
- f. Bringing alcohol to a Middlebury or Bread Loaf event, or leaving a Middlebury or Bread Loaf event with alcoholic beverages provided at the event. Only alcohol served at a Middlebury/Bread Loaf sponsored event is permitted at those events.
- g. Possessing alcoholic beverages in unauthorized spaces. Open containers of alcohol are prohibited in public spaces, or outside on the campus grounds, unless the area has been designated for a registered or catered event. For purposes of this policy, residential hallways are normally considered private spaces. Students of legal age may transport open alcohol containers for personal use within residence halls, but the use of hallways for parties is prohibited.
- h. Possession of kegs or common containers. Possession of kegs or common containers (e.g., punch bowls) is prohibited. Unauthorized kegs or common containers will be confiscated along with taps, and confiscated kegs and taps will be returned to the vendor.
- i. Engaging in drinking games and other behaviors designed for the purpose of becoming intoxicated through the abusive use of alcohol (e.g., funnels, keg stands, "around-the-world" parties, and other alcohol consumption based on speed and/or volume, etc.).
- j. Administering alcohol to individuals against their will and/or without their knowledge.
- k. Repeated unsafe intoxication. Multiple instances involving assignment to a sober friend, and single or multiple instances involving alcohol/drug-related transport to the hospital and/or to detoxification facilities may also result in disciplinary action, consistent with the Good Samaritan policy (below).

Drugs

The following actions are prohibited:

- a. Using or possessing illegal drugs or controlled substances, including but not limited to prescription medication without a properly issued prescription.
- b. Misuse of legal substances to cause impairment/hallucination.
- c. Possession of drug paraphernalia that has been used.
- d. Growing, manufacturing, distributing, or selling illegal drugs or controlled substances, including prescription drugs, with or without the intent to distribute.
- e. Administering drugs to individuals against their will and/or without their knowledge.

Disciplinary Sanctions: Students

Disciplinary sanctions for students who violate this policy will be imposed in accordance with the [“Disciplinary Action”](#) section of the Bread Loaf Student Handbook. Disciplinary sanctions may include warnings, reprimands, fines or restitution, probationary status, official discipline, suspension, expulsion and/or referral for prosecution (depending on the severity of the conduct). While discipline is cumulative at Middlebury, which may mean the assignment of greater sanctions for repeated or accumulated violations, it is not progressive. That is, depending on the severity of the violation, a student may receive any sanction, even for a first offense.

Good Samaritan Policy

Middlebury’s Good Samaritan Policy is intended to encourage students to seek swift medical assistance for themselves and others without fear of penalty. Our primary concern is the health and safety of our students. We urge students not only to take care of their own well-being, but to behave in an equally responsible way with their peers.

There may be times when safety concerns arise from a student’s excessive drinking or drug use, and in these situations, students should not hesitate to seek help from the director or assistant director, medical or counseling professionals, and/or local or state police out of fear of disciplinary action. Under this Good Samaritan Policy, neither the student in distress nor the student seeking assistance will ordinarily be subject to disciplinary action for the possession, provision, or consumption of drugs or alcohol.

This policy refers to isolated incidents only, and does not excuse or protect those who flagrantly or repeatedly violate the Alcohol and Other Drugs Policy, nor does it preclude disciplinary action arising from violations of other Middlebury policies. However, in cases involving additional policy violations, Middlebury will consider the positive impact of reporting an incident as well as the health and safety needs of the involved student(s) when determining the appropriate course of action.

This policy cannot protect students from action by law enforcement personnel, but it is consistent with a law enacted by Vermont in June 2013 that provides limited immunity from prosecution to a witness or victim of a drug or alcohol overdose who seeks medical assistance to save the life of an overdose victim. For more information about this act, please see [18 V.S.A. § 4254](#).

Disciplinary Sanctions: Faculty and Staff

Disciplinary sanctions for faculty and staff will be imposed under Middlebury's established disciplinary practices and procedures for members of the faculty and staff, as applicable. Disciplinary sanctions may include written warnings, written reprimands, completion of an appropriate rehabilitation program, termination of employment, and/or referral for prosecution (depending on the severity of the conduct). See also the following, as applicable:

[Code of Conduct for Employees](#)

[Employee Handbook \(8.2 Progressive Discipline\)](#)

[Employee Handbook \(9.3 Discharge\)](#)

[Faculty Misconduct](#)

Health and Community Responsibility

Middlebury believes that alcohol and other drug-related problems affect our entire community and that each of us has a responsibility to help safeguard the community health by respecting policy and intervening in situations of abuse. Any member of the Middlebury community having knowledge of an individual on campus who is abusing alcohol or in possession of or using illegal drugs, or misusing legal substances to cause impairment/hallucination, is urged to encourage the individual to seek counseling and/or medical assistance. All members of the community are also expected to help protect the community health by informing appropriate Middlebury staff members of instances of alcohol and/or drug misuse, distribution, and/or sales.

Involvement with or dependency upon drugs or excessive or illegal use of alcohol is viewed by Middlebury as a health concern as well as a disciplinary matter. Any time a supervisory authority has reasonable concerns that a student's health is being compromised by alcohol or other drug use (even in cases where no concrete evidence or direct witness is involved), an educational and/or preventative response, such as a group class, online course, BASiCs course, substance use assessment, or other appropriate course of action may be required.

Laws and Resources

For information specific to state and federal laws governing the use, possession, and distribution of drugs and alcohol, as well as additional counseling and treatment resources and information related to health risks associated with the use of illegal drugs and the abuse of alcohol, see [Middlebury's Annual Drug-Free Schools and Communities Act Notice](#).

Please see also the full text of this [Alcohol and Other Drugs](#) policy at the Middlebury website.

Annual Drug-Free Schools and Communities Act Notice (Relevant Excerpts Applicable to Bread Loaf School of English Program)

The Drug-Free Schools and Communities Act of 1989 requires that Middlebury College ("Middlebury") annually notify all students, faculty, and staff of the following:

- Middlebury's standards of conduct, which prohibit the unlawful possession, use, or distribution of illegal drugs and alcohol by students and employees on Middlebury property or in connection with any activities or programs sponsored by Middlebury.
- A description of Middlebury's disciplinary sanctions that will be imposed on students and employees for the unlawful possession, use, or distribution of illegal drugs and alcohol, up to and including expulsion or termination of employment.
- A description of applicable sanctions under federal, state, and local law for the unlawful possession, use, or distribution of illegal drugs and alcohol.

- A description of the health risks associated with the use of illegal drugs and the abuse of alcohol.
- A description of any drug or alcohol counseling, treatment, rehabilitation, or re-entry programs that are available to employees or students.

Middlebury's Alcohol and Drug Policies

Middlebury's [Alcohol and Other Drugs Policy](#), applies to students and employees, and contains the required information regarding Middlebury's standards of conduct and disciplinary sanctions regarding the unlawful possession, use, or distribution of illicit drugs and alcohol. The list of sanctions in the policy applicable to students is in the section titled Disciplinary Sanctions for Students. Sanction information for employees is in Disciplinary Sanctions for Faculty and Staff, and discipline will be handled in accordance with the Middlebury's existing disciplinary procedures applicable to faculty and staff.

Printed copies of Middlebury's Alcohol and Other Drugs Policies (referenced above) are available upon request from the appropriate program contact:

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Federal and State Laws

All students, faculty, staff, and visitors are subject to local, state and federal laws, as well as Middlebury drug and alcohol policy rules and regulations, while on Middlebury-owned or leased properties or while involved with off-campus activities sponsored by Middlebury or a registered Middlebury organization. Middlebury does not protect individuals from prosecution for drug or alcohol offenses under local, state, or federal laws, and does not interfere with legitimate law enforcement activities. Law enforcement officers, when in possession of the proper documents, have a legal right to search individuals and property without prior notice. Middlebury also reserves the right to furnish the police with information regarding alleged illegal activities.

Federal, state, and local laws pertaining to the illegal manufacture, possession, distribution and use of drugs and alcohol are summarized below. **The information herein regarding Federal, state, and local drug and alcohol laws does not constitute legal advice and should not be relied upon as such. Please consult your attorney if you have any questions. In addition, this section is intended to be a summary of certain drug and alcohol laws only. Such laws may change from time to time; as such, you should access the statutes directly or consult your attorney to obtain the most up to date and accurate information.**

A. Federal Law

Penalties for Simple Possession

Table 4. Simple Possession Penalties

FIRST OFFENSE	SECOND OFFENSE	ADDITIONAL OFFENSES	CONVICTIONS FOR POSSESSION OF FLUNITRAZEPAM	EPHEDRINE BASE, PSEUDOEPHEDRINE BASE, OR PHENYLPROPANOLAMINE BASE
May be sentenced for up to 1 yr. in prison; shall be fined \$1,000, or both.	Prison sentence between 15 days and 2 yrs. and a minimum fine of \$2,500	Prison sentence between 90 days and 3 yrs. and a minimum fine of \$5,000	Prison sentence of not more than 3 yrs. and fines as provided generally in the statute for first or additional offenses, or both.	Unlawful purchase of more than 9 grams in a 30 day period. (Penalties for first and subsequent offenses as shown in this chart)

21 U.S.C. §844

Criminal Forfeitures (21 U.S.C. § 853)

Any person convicted of a federal drug crime punishable by imprisonment for more than 1 year shall forfeit to the United States, irrespective of any provision of State law—

1. any property constituting, or derived from, any proceeds the person obtained, directly or indirectly, as the result of such violation;
2. any of the person's property used, or intended to be used, in any manner or part, to commit, or to facilitate the commission of, such violation; and
3. in the case of a person convicted of engaging in a continuing criminal enterprise in violation of section 848 of this title, the person shall forfeit, in addition to any property described in

paragraph (1) or (2), any of his interest in, claims against, and property or contractual rights affording a source of control over, the continuing criminal enterprise.

Denial of Federal Benefits, Including Student Loans, Grants, Contracts, and Commercial and Professional Licenses (21 U.S.C. §862)

Convictions for federal or state offenses consisting of the distribution of controlled substances: Ineligible for any and all federal benefits for up to 5 years after a first conviction, up to 10 years after a second conviction, and permanent ineligibility for all federal benefits after a third or subsequent conviction.

Convictions for federal or state offenses related to possession of controlled substances: Ineligible for any and all federal benefits for up to 1 year, and/or drug treatment program and/or community service (first conviction); up to 5 years (second or subsequent conviction(s)), and or drug treatment program and/or community service.

Federal Trafficking Penalties Schedule ([21 U.S.C. § 841](#))

Table 5. Federal Trafficking Penalties Schedule

FEDERAL TRAFFICKING PENALTIES FOR SCHEDULES I, II, III, IV, AND V (EXCEPT MARIJUANA)				
SCHEDULE	SUBSTANCE/QTY.	PENALTY	SUBSTANCE/QTY.	PENALTY
II	Cocaine 500-4999 grams mixture	First Offense: Not less than 5 yrs. and not more than 40 yrs. If death or serious bodily injury, not less than 20 yrs. or more than life. Fine of not more than \$5 million if an individual, \$25 million if not an individual. Second Offense: Not less than 10 yrs. and not more than life. If death or serious bodily injury, life imprisonment. Fine of not more than \$8 million if an individual, \$50 million if not an individual.	Cocaine 5 kilograms or more mixture	First Offense: Not less than 10 yrs. and not more than life. If death or serious bodily injury, not less than 20 yrs. or more than life. Fine of not more than \$10 million if an individual, \$50 million if not an individual. Second Offense: Not less than 20 yrs. and not more than life. If death or serious bodily injury, life imprisonment. Fine of not more than \$20 million if an individual, \$75 million if not an individual. 2 or More Prior Offenses: Life imprisonment. Fine of not more than \$20 million if an individual, \$75 million if not an individual.
II	Cocaine Base 28-279 grams mixture		Cocaine Base 280 grams or more mixture	
II	Fentanyl 40-399 grams mixture		Fentanyl 400 grams or more mixture	
I	Fentanyl Analogue 10-99 grams mixture		Fentanyl Analogue 100 grams or more mixture	
I	Heroin 100-999 grams mixture		Heroin 1 kilogram or more mixture	
I	LSD 1-9 grams mixture		LSD 10 grams or more mixture	
II	Methamphetamine 5-49 grams pure or 50-499 grams mixture		Methamphetamine 50 grams or more pure or 500 grams or more mixture	
II	PCP 10-99 grams pure or 100-999 grams mixture		PCP 100 grams or more pure or 1 kilogram or more mixture	

Table 5. Federal Trafficking Penalties Schedule

FEDERAL TRAFFICKING PENALTIES FOR SCHEDULES I, II, III, IV, AND V (EXCEPT MARIJUANA)	
SUBSTANCE/QUANTITY	PENALTY
Any Amount Of Other Schedule I & II Substances	First Offense: Not more than 20 yrs. If death or serious bodily injury, not less than 20 yrs. or more than Life. Fine \$1 million if an individual, \$5 million if not an individual. Second Offense: Not more than 30 yrs. If death or serious bodily injury, life imprisonment. Fine \$2 million if an individual, \$10 million if not an individual.
Any Drug Product Containing Gamma Hydroxybutyric Acid	
Flunitrazepam (Schedule IV) 1 Gram or less	
Any Amount Of Other Schedule III Drugs	First Offense: Not more than 10 yrs. If death or serious bodily injury, not more than 15 yrs. Fine not more than \$500,000 if an individual, \$2.5 million if not an individual. Second Offense: Not more than 20 yrs. If death or serious injury, not more than 30 yrs. Fine not more than \$1 million if an individual, \$5 million if not an individual.
Any Amount Of All Other Schedule IV Drugs (other than one gram or more of Flunitrazepam)	First Offense: Not more than 5 yrs. Fine not more than \$250,000 if an individual, \$1 million if not an individual. Second Offense: Not more than 10 yrs. Fine not more than \$500,000 if an individual, \$2 million if other than an individual.
Any Amount Of All Schedule V Drugs	First Offense: Not more than 1 yr. Fine not more than \$100,000 if an individual, \$250,000 if not an individual. Second Offense: Not more than 4 yrs. Fine not more than \$200,000 if an individual, \$500,000 if not an individual.
FEDERAL TRAFFICKING PENALTIES FOR MARIJUANA, HASHISH AND HASHISH OIL, SCHEDULE I SUBSTANCES	
Marijuana 1,000 kilograms or more marijuana mixture or 1,000 or more marijuana plants	First Offense: Not less than 10 yrs. or more than life. If death or serious bodily injury, not less than 20 yrs., or more than life. Fine not more than \$10 million if an individual, \$50 million if other than an individual. Second Offense: Not less than 20 yrs. or more than life. If death or serious bodily injury, life imprisonment. Fine not more than \$20 million if an individual, \$75 million if other than an individual.
Marijuana 100 to 999 kilograms marijuana mixture or 100 to 999 marijuana plants	First Offense: Not less than 5 yrs. or more than 40 yrs. If death or serious bodily injury, not less than 20 yrs. or more than life. Fine not more than \$5 million if an individual, \$25 million if other than an individual. Second Offense: Not less than 10 yrs. or more than life. If death or serious bodily injury, life imprisonment. Fine not more than \$20 million if an individual, \$75 million if other than an individual.

Table 5. Federal Trafficking Penalties Schedule

FEDERAL TRAFFICKING PENALTIES FOR MARIJUANA, HASHISH AND HASHISH OIL, SCHEDULE I SUBSTANCES	
SUBSTANCE/QUANTITY	PENALTY
Marijuana 50 to 99 kilograms marijuana mixture, 50 to 99 marijuana plants	First Offense: Not more than 20 yrs. If death or serious bodily injury, not less than 20 yrs. or more than life. Fine \$1 million if an individual, \$5 million if other than an individual. Second Offense: Not more than 30 yrs. If death or serious bodily injury, life imprisonment. Fine \$2 million if an individual, \$10 million if other than an individual.
Hashish More than 10 kilograms	
Hashish Oil More than 1 kilogram	
Marijuana less than 50 kilograms marijuana (but does not include 50 or more marijuana plants regardless of weight) 1 to 49 marijuana plants	First Offense: Not more than 5 yrs. Fine not more than \$250,000, \$1 million if other than an individual. Second Offense: Not more than 10 yrs. Fine \$500,000 if an individual, \$2 million if other than individual.
Hashish 10 kilograms or less	
Hashish Oil 1 kilogram or less	

For additional information regarding penalties for drug-related offenses, see the full text of [21 U.S.C. Sec. 841](#).

[Distribution or Manufacturing in or Near Schools: \(21 U.S.C. § 860\)](#)

Any person convicted of distributing, possessing with intent to distribute, or manufacturing a controlled substance in or on, or within one thousand feet of, the real property comprising a private college is subject to twice the maximum punishment (including imprisonment and fines) and at least twice any term of supervised release as the standard penalties for the same offense, with a mandatory term of imprisonment of not less than one year. These mandatory minimum sentencing provisions shall not apply to offenses involving 5 grams or less of marijuana. There are additional penalties for two or more offenses.

[Full text of Controlled Substances Act](#)
[Section 812. Schedules of Controlled Substances](#)
[List of Controlled Substances](#)

B. Vermont Law

Alcohol

Minors Misrepresenting age, Procuring, Possessing, or Consuming Liquors ([7 V.S.A. § 656](#) and [7 V.S.A. § 657a](#))

It is illegal for a person under the age of 21 to procure, possess, or consume alcohol.

Table 6. Penalties for Procurement, Possession, or Consumption of Alcohol by a Minor (21 and Under)

FIRST OFFENSE	SECOND OFFENSE	THIRD/SUBSEQUENT OFFENSE
Civil penalty of \$300 and a 30 day suspension of the person's driver's license (unless the person successfully completes a Court Diversion Program)	Civil penalty of not more than \$600 and a 90 day suspension of the person's driver's license (unless the person successfully completes a Court Diversion Program)	Civil penalty of not more than \$600 and a 90 day suspension of the person's driver's license (unless the person successfully completes a Court Diversion Program)

Penalties for Person Under 16 Years of Age Misrepresenting Age or Procuring or Possessing Alcoholic Beverages: [7 V.S.A. § 657a](#)

Sale or Furnishing Alcohol to Minors or Enabling the Consumption of Alcohol by Minors ([7 V.S.A. § 658](#))

It is illegal to sell or furnish alcohol to, or knowingly enable the consumption of alcohol by, a person under the age of 21. Fines range from \$500-\$2,000 or a prison term of up to 2 years, or both. Additional penalties will be imposed if the minor gets in an automobile accident that causes death or serious bodily injury to him/herself or others (prison term of up to 5 years or a fine of up to \$10,000, or both). "Enable the consumption of" alcohol means creating a direct and immediate opportunity for a person to consume alcohol.

Limited Immunity from Liability for Reporting a Drug or Alcohol Overdose ([18 V.S.A. § 4254](#))

Vermont law provides limited immunity from citation or arrest of prosecution for a person who, in good faith and in a timely manner, seeks medical assistance for someone who is experiencing a drug or alcohol overdose or for themselves if they are experiencing a drug or alcohol overdose.

Driving Under the Influence of Alcohol ([23 V.S.A. § 1201](#))

- (a) A person shall not operate, attempt to operate, or be in actual physical control of any vehicle on a highway:
1. when the person's alcohol concentration is 0.08 or more, or 0.02 or more if the person is operating a school bus as defined in subdivision 4(34) of this title; or
 2. when the person is under the influence of alcohol; or
 3. when the person is under the influence of any other drug or under the combined influence of alcohol and any other drug; or
 4. when the person's alcohol concentration is 0.04 or more if the person is operating a commercial motor vehicle as defined in subdivision 4103(4) of this title.

- (b) A person who has previously been convicted of a violation of this section shall not operate, attempt to operate, or be in actual physical control of any vehicle on a highway and refuse a law enforcement officer's reasonable request under the circumstances for an evidentiary test where the officer had reasonable grounds to believe the person was in violation of subsection (a) of this section.
- (c) A person shall not operate, attempt to operate, or be in actual physical control of any vehicle on a highway and be involved in an accident or collision resulting in serious bodily injury or death to another and refuse a law enforcement officer's reasonable request under the circumstances for an evidentiary test where the officer has reasonable grounds to believe the person has any amount of alcohol in the system.
- (d)
 - 1. A person who is convicted of a second or subsequent violation of subsection (a), (b), or (c) of this section when the person's alcohol concentration is proven to be 0.16 or more shall not, for three years from the date of the conviction for which the person's alcohol concentration is 0.16 or more, operate, attempt to operate, or be in actual physical control of any vehicle on a highway when the person's alcohol concentration is 0.02 or more. The prohibition imposed by this subsection shall be in addition to any other penalties imposed by law.
 - 2. A person shall not operate, attempt to operate, or be in actual physical control of any vehicle on a highway when the person's alcohol concentration is 0.02 or more if the person has previously been convicted of a second or subsequent violation of subsection (a), (b), or (c) of this section within the preceding three years and the person's alcohol concentration for the second or subsequent violation was proven to be 0.16 or greater. A violation of this subsection shall be considered a third or subsequent violation of this section and shall be subject to the penalties of subsection 1210(d) of this title.
- (e) The fact that a person charged with a violation of this section is or has been entitled to use a drug under the laws of this State shall not constitute a defense against any charge of violating this section.
- (f) A person may not be convicted of more than one violation of subsection (a) of this section arising out of the same incident.
- (g) For purposes of this section and section 1205 of this title, the defendant may assert as an affirmative defense that the person was not operating, attempting to operate, or in actual physical control of the vehicle because the person:
 - 1. had no intention of placing the vehicle in motion; and
 - 2. had not placed the vehicle in motion while under the influence.
- (h) As used in subdivision (a)(3) of this section, "under the influence of a drug" means that a person's ability to operate a motor vehicle safely is diminished or impaired in the slightest degree. This subsection shall not be construed to affect the meaning of the term "under the influence of alcohol."

See the full text of the statute for additional laws relating to a law enforcement officer's reasonable request under the circumstances for an evidentiary test, additional penalties and restrictions for subsequent offenses, affirmative defenses and other related topics.

See also [23 V.S.A. § 1202](#) (*Consent to Taking of Tests to Determine Blood Alcohol Content*)

Penalties include the following, depending on the circumstances:

Table 7. Penalties for Driving While Under the Influence of Alcohol

FIRST OFFENSE	Fine up to \$750 or prison up to 2 yrs., or both. License suspension for 90 days and until conditions of reinstatement met. See 23 V.S.A. § 1206 ; 23 V.S.A. § 1209a 1 year suspension in cases resulting in a fatality or serious bodily injury (and until conditions are met). Person may operate under terms of ignition interlock RD under certain conditions/circumstances.	License suspension; reinstatement conditions: See, e.g., 23 V.S.A. § 1206 ; 23 V.S.A. § 1209a	23 V.S.A. § 1210
SECOND OFFENSE	Fine up to \$1,500 or prison up to 2 years, or both; at least 200 hours of community service. License suspension for 18 months and until conditions of reinstatement met. Person may operate under terms of ignition interlock RD under certain conditions/circumstances.	License suspension; reinstatement conditions: See, e.g., 23 V.S.A. § 1206 ; 23 V.S.A. § 1209a	23 V.S.A. § 1210
THIRD OFFENSE	Fine up to \$2,500 or prison up to 5 yrs. or both. License revocation for life; person may operate under the terms of ignition interlock RD under certain conditions/circumstances.	License suspension for life and other conditions: See, e.g., 23 V.S.A. § 1206 ; 23 V.S.A. § 1209a	23 V.S.A. § 1210
FOURTH OR SUBSEQUENT OFFENSE	Fine up to \$5,000 or prison up to 10 yrs. or both. License revocation for life; person may operate under the terms of ignition interlock RD under certain conditions/circumstances.	License suspension and other conditions: See, e.g., 23 V.S.A. § 1206 ; 23 V.S.A. § 1209a	23 V.S.A. § 1210
DUI OFFENSE WITH DEATH RESULTING	Fine up to \$10,000 and/or prison between 1-15 yrs.; separate penalties may be imposed for multiple deaths; other penalties may apply	License suspension and other conditions See, e.g., 23 V.S.A. § 1206 ; 23 V.S.A. § 1209a	23 V.S.A. § 1210
DUI OFFENSE WITH DEATH RESULTING; 3RD OR SUBSEQUENT OFFENSE	Mandatory prison term of at least 5 yrs. (court has discretion to impose lesser sentence under certain conditions)	License suspension and other conditions See, e.g., 23 V.S.A. § 1206 ; 23 V.S.A. § 1209a	23 V.S.A. § 1210
DUI OFFENSE WITH SERIOUS BODILY INJURY RESULTING	Fine up to \$10,000 or prison up to 1-15 yrs., or both. Separate penalties may be imposed for each person injured.	License suspension and other conditions See, e.g., 23 V.S.A. § 1206 ; 23 V.S.A. § 1209a	23 V.S.A. § 1210

Table 7. Penalties for Driving While Under the Influence of Alcohol (Continued)

DUI OFFENSE WITH SERIOUS BODILY INJURY RESULTING; THIRD OR SUBSEQUENT OFFENSE	Mandatory prison for at least 5 yrs. Other penalties within the Court's discretion (court has discretion to impose lesser sentence under certain conditions)	License suspension and other conditions See, e.g., 23 V.S.A. § 1206 ; 23 V.S.A. § 1209a	23 V.S.A. § 1210
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Other penalties and conditions include alcohol screening, alcohol and driving education program, additional therapy (depending on the circumstances); additional penalties apply for refusal consent to blood alcohol testing. See, e.g., [23 V.S.A. §§ 1205, 1206, 1208, 1209a, 1210](#)

Illegal Drugs

Table 8. Penalties for Possession, Delivery/Sale or Trafficking of Illegal Drugs

DRUG	POSSESSION	DELIVERY OR SALE	TRAFFICKING	STATUTE
Marijuana	1 oz or less: Civil penalties apply; > 1 oz.: 1st offense: Fine up to \$500 and/or prison up to 6 months. Subsequent Offense: Fine up to \$2,000 and/or prison up to 2 yrs. 2oz : Fine up to \$10,000 and/or prison up to 3 yrs. 1 pound: Fine up to \$10,000 and/or prison up to 5 yrs. 10 pounds: Fine up to \$500,000 and/or prison up to 15 yrs.	Fine up to \$10,000 and/or prison up to 2 yrs. 1 oz or >: Fine up to \$100,000 and/or prison up to 5 yrs. amount. 1 pound or >: Fine up to \$500,000 and/or prison up to 15 yrs.	Trafficking (50 pounds or >): Fine up to \$1,000,000 and/or prison up to 30 yrs.	18 V.S.A. § 4230 and related amendments effective July 1, 2018. Including driving under the influence of marijuana.
Cocaine	Fine up to \$2,000 and/or prison up to 1 year. 2.5 grams or >: Fine up to \$100,000 and/or prison up to 5 yrs. 1 oz or >: Fine up to \$250,000 and/or prison up to 10 yrs.	Fine up to \$75,000 and/or prison up to 3 yrs. 2.5 grams or >: Fine up to \$250,000 and/or prison up to 10 yrs. 1 oz. or >: Fine up to \$1,000,000 and/or prison up to 20 yrs.	Trafficking (150 grams or >): Fine up to \$1,000,000 and/or prison up to 30 yrs. 60 grams of crack cocaine or >: Fine up to \$1,000,000 and/or prison up to 30 yrs.	18 V. S. A. § 4231

Table 8. Penalties for Possession, Delivery/Sale or Trafficking of Illegal Drugs (Continued)

DRUG	POSSESSION	DELIVERY OR SALE	TRAFFICKING	STATUTE
LSD	<p>Fine up to \$2,000 and/or prison up to 1 year.</p> <p>100 mg. or >: Fine up to \$25,000 and/or prison up to 5 yrs.</p> <p>1 gram or >: Fine up to \$100,000 and/or prison up to 10 yrs.</p> <p>10 grams or >: Fine up to \$500,000 and/or prison up to 20 yrs.</p>	<p>Dispensing: Fine up to \$25,000 and/or prison up to 3 yrs.</p> <p>Selling: Fine up to \$25,000 and/or prison up to 5 yrs.</p> <p>100 mg. or >: Fine up to \$100,000 and/or prison up to 10 yrs.</p> <p>1 gram or >: Fine up to \$500,00 and/or prison up to 20yrs.</p>		18 V.S.A. §4232
Heroin	<p>Fine up to \$2,000 and/or prison up to 1 year</p> <p>200 mg. >: Fine up to \$100,000 and/or prison up to 5 yrs.</p> <p>1 gram >: Fine up to \$250,000 and/or prison up to 10 yrs.</p> <p>2 grams >: Fine up to \$1,000,000 and/or prison up to 20 yrs.</p>	<p>Fine up to \$75,000 and/or prison up to 3 yrs.</p> <p>200 mg. >: Fine up to \$250,000 and/or prison up to 10 yrs.</p> <p>1 gram >: Fine up to \$1,000,000 and/or prison up to 20 yrs.</p>	Trafficking (3.5 grams >): Fine up to \$1,000,000 and/or prison up to 30 yrs.	18 V.S.A. §4233
Depressant, Stimulant, and Narcotic Drugs	<p>Fine up to \$2,000 and/or prison up to 1 yr.</p> <p>100x benchmark unlawful dosage: Fine up to \$25,000 and/or prison up to 5 yrs.</p> <p>1,000 x benchmark unlawful dosage: Fine up to \$100,000 and/or prison up to 10 yrs.</p> <p>10,000 x benchmark unlawful dosage: Fine up to \$500,000 and/or prison up to 20 yrs.</p>	<p>Dispensing: Fine up to \$75,000 and/or prison up to 3 yrs.</p> <p>Selling: Fine up to \$75,000 and/or prison up to 5 yrs.</p> <p>Selling/Dispensing 100 x benchmark unlawful dosage: Fine up to \$100,000 and/or prison up to 10 yrs.</p> <p>Selling/Dispensing 1,000 x benchmark unlawful dosage: Fine up to \$500,000 and/or prison up to 20 yrs.</p>		18 V. S.A. §4234

Table 8. Penalties for Possession, Delivery/Sale or Trafficking of Illegal Drugs (Continued)

DRUG	POSSESSION	DELIVERY OR SALE	TRAFFICKING	STATUTE
Methamphetamine	<p>Fine up to \$2,000 and/or prison up to 1 yr.</p> <p>2.5 grams: Fine up to \$100,000 and/or prison up to 5 yrs.</p> <p>25 grams: Fine up to \$250,000 and/or prison up to 10 yrs.</p>	<p>Dispensing: Fine up to \$75,000 and/or prison up to 3 yrs.</p> <p>Selling/Dispensing 2.5 grams: Fine up to \$250,000 and/or prison up to 10 yrs.</p> <p>Selling/Dispensing 25 grams: Fine up to \$1,000,000 and/or prison up to 20 yrs.</p>	Trafficking (300 grams): Fine up to \$1,000,000 and/or prison up to 30 yrs.	18 V. S. A. §4234a
Ephedrine and Pseudoephedrine	<p>< 9grams: Fine up to \$2,000 and/or prison up to 1 yr.</p> <p>9 or > grams: Fine up to \$100,000 and/or prison up to 5 yrs.</p>	Retail distribution limits/requirements: See subsections b and c .		18 V. S. A. §4234b
Hallucinogenic Drugs	<p>Fine up to \$2,000 and/or prison up to 1 yr.</p> <p>10 or > doses: Fine up to \$25,000 and/or prison up to 5 yrs.</p> <p>100 or > doses: Fine up to \$100,000 and/or prison up to 10 yrs.</p> <p>1,000 or > doses: Fine up to \$500,000 and/or prison up to 15 yrs.</p>	<p>Dispensing: Fine up to \$25,000 and/or prison up to 3 yrs.</p> <p>Selling: Fine up to \$25,000 and/or prison up to 5 yrs.</p> <p>Selling/Dispensing 10 or > doses: Fine up to \$100,000 and/or prison up to 10 yrs.</p> <p>Selling/Dispensing 100 or > doses: Fine up to \$500,000 and/or prison up to 15 yrs.</p>		18 V.S. A. §4235

Table 8. Penalties for Possession, Delivery/Sale or Trafficking of Illegal Drugs (Continued)

DRUG	POSSESSION	DELIVERY OR SALE	TRAFFICKING	STATUTE
Ecstasy	<p>Fine up to \$2,000 and/or prison up to 1 yr.</p> <p>2 grams or >: Fine up to \$25,000 and/or prison up to 5 yrs.</p> <p>20 grams or >: Fine up to \$100,000 and/or prison up to 10 yrs.</p> <p>7 oz. or >: Fine up to \$500,000 and/or prison up to 20 yrs.</p>	<p>Dispensing: Fine up to \$25,000 and/or prison up to 3 yrs.</p> <p>Selling: Fine up to \$25,000 and/or prison up to 5 yrs.</p> <p>Selling/Dispensing 2 grams or >: Fine up to \$100,000 and/or prison up to 10 yrs.</p> <p>Selling/Dispensing 20 grams or >: Fine up to \$500,000 and/or prison up to 20 yrs.</p>		18 V.S.A. § 4235a
Unlawful Manufacture, Distribution, Dispensing or Sale of a Noncontrolled Drug or Substance		<p>Fine up to \$5,000 and/or prison up to 1 yr.</p> <p>Dispensing or sale to person under 21: Fine up to \$10,000 and/or prison up to 2 yrs.</p>		18 V.S.A. § 4228
Manufacture or Cultivation of a Regulated Drug (other than cultivation of marijuana)		Fine up to \$1,000,000 and/or prison up to 20 yrs.		18 V.S.A. § 4236
Selling or Dispensing to Minors; Selling on School Grounds		<p>Dispensing to Minor (at least 3 yrs. that person's junior): Prison up to 5 yrs.</p> <p>Selling/Dispensing on School Grounds: Prison up to 10 yrs.</p>		18 V.S.A. § 4237
Dispensing or Selling Regulated Drugs with Death Resulting		Prison term: 2-20 yrs.		18 V.S.A. § 4250
Penalties for Dispensing or Selling Regulated Drugs in a Dwelling		Fine up to \$1,000 and/or prison up to 2 yrs.		18 V.S.A. § 4252

Table 8. Penalties for Possession, Delivery/Sale or Trafficking of Illegal Drugs (Continued)

DRUG	POSSESSION	DELIVERY OR SALE	TRAFFICKING	STATUTE
Use of a Firearm While Selling or Dispensing a Drug		Fine up to \$5,000 and/or prison up to 3 yrs. (in addition to penalty for underlying crime)	Trafficking (use of firearm during and in relation to): Fine up to \$10,000 and/or prison up to 5 yrs. (in addition to penalty for underlying crime)	18 V.S.A. § 4253
Second and Subsequent Offenses for Violating 18 V.S.A. §§ 4228, 4230, 4231, 4232, 4233, 4234, 4235, 4236 or 4237	Prison term or fine up to twice that authorized by those sections, or both.			18 V.S.A. § 4238

See also the full text of Vermont's [Possession and Control of Regulated Drugs](#) statute.

Local Law (Town of Middlebury Ordinance)

A person who has in his or her possession an open container having any alcohol, malt beverages, spirits, or vinous beverages while on Town property without a permit specifically authorizing such possession or who violates a term or condition of an issued permit shall be subject to a fine not in excess of \$1,000 for each violation. Waiver fine is \$100.

Town Property shall mean any street, highway, sidewalk, park, building, or any other place owned by, or under the authority and control of the Town within the village area as defined on map #138 (part of a set numbered 138-143) titled Town of Middlebury Vermont, Addison County Regional Planning Commission, 1968, as recorded in the Middlebury Town Clerk's Office, which includes Chipman Hill Park; Means Woods, Battell Woods, Wright Park and East Middlebury Recreation Park.

[Alcoholic Beverage Restrictions An Ordinance For Restricting Alcoholic Beverage Use on Town Property](#)

C. New Mexico Law

[Controlled Substances](#)

[Sale of Alcohol](#)

[Driving Under the Influence of Alcohol or Drugs](#)

See also [New Mexico: Under Age DUI/DWI](#)

Information and Resources

The use of illicit drugs and the unlawful possession and use of alcohol is wrong and potentially harmful. Abuse of alcohol and drugs can have a dramatic impact on professional, academic, and family life. We therefore encourage staff, faculty, and students experiencing difficulty with drugs or alcohol to contact one of the many resources available on or off campus. It is important that all members of our community know where help is available for those who need it. Resources and information regarding health risks and resources are available below.

Health Risks Associated with Alcohol

According to the CDC (Center for Disease Control):

“Drinking too much can harm your health. Excessive alcohol use led to approximately 88,000 deaths and 2.5 million years of potential life lost (YPLL) each year in the United States from 2006 – 2010, shortening the lives of those who died by an average of 30 years. Further, excessive drinking was responsible for 1 in 10 deaths among working-age adults aged 20-64 years. The economic costs of excessive alcohol consumption in 2010 were estimated at \$249 billion, or \$2.05 a drink.”

CDC Fact Sheets: Alcohol Use and Your Health

The Standard Measure of Alcohol

In the United States, a standard drink is any drink that contains 0.6 ounces (14.0 grams or 1.2 tablespoons) of pure alcohol. Generally, this amount of pure alcohol is found in

- 12-ounces of regular beer or wine cooler.
 - 8-ounces of malt liquor.
 - 5-ounces of wine.
- 1.5-ounces of 80-proof distilled spirits or liquor (e.g., gin, rum, vodka, whiskey).

What is Excessive Drinking?

Excessive drinking includes binge drinking, heavy drinking, and any drinking by pregnant women or people younger than 21.

- Binge drinking
 - For women, 4 or more drinks during a single occasion.
 - For men, 5 or more drinks during a single occasion.
 - Heavy drinking
 - For women, 8 or more drinks per week
 - For men, 15 or more drinks per week

According to the *Dietary Guidelines for Americans*, if you drink alcoholic beverages, do so in moderation, which is defined as no more than 1 drink per day for women and up to 2 drinks per day for men. However, there are some persons who should not drink any alcohol, including those who are:

- Pregnant or may be pregnant.
- Taking certain prescription or over-the-counter medications that can interact with alcohol.
- Younger than age 21.
- Recovering from alcoholism or are unable to control the amount they drink.
- Suffering from certain medical conditions.
- Driving, planning to drive, or participating in other activities requiring skill, coordination, and alertness.

By adhering to the *Dietary Guidelines*, people can reduce the risk of harm to themselves and others.

Short-Term Health Risks

Excessive alcohol use has immediate effects that increase the risk of many harmful health conditions. These are most often the result of binge drinking and include the following—

- Injuries, such as motor vehicle crashes, falls, drownings, and burns.
- Violence, including homicide, suicide, sexual assault, and intimate partner violence.
- Alcohol poisoning, a medical emergency that results from high blood alcohol levels.
- Risky sexual behaviors, including unprotected sex or sex with multiple partners. These behaviors can result in unintended pregnancy or sexually transmitted diseases, including HIV.
- Miscarriage and stillbirth or fetal alcohol spectrum disorders (FASDs) among pregnant women.

Long-Term Health Risks

Over time, excessive alcohol use can lead to the development of chronic diseases, neurological impairments and social problems. These include but are not limited to—

- High blood pressure, heart disease, stroke, liver disease, and digestive problems.
- Cancer of the breast, mouth, throat, esophagus, liver, and colon.
- Learning and memory problems, including dementia and poor school performance.
- Mental health problems, including depression and anxiety.
- Social problems, including lost productivity, family problems, and unemployment.
- Alcohol dependence or alcoholism.

Source: [*CDC Fact Sheets: Alcohol Use and Your Health*](#)

See also:

[*CDC: Alcohol and Public Health*](#)
[*Rethinking Drinking*](#)

Blood Alcohol Concentration

Determining how, when, and how much alcohol to drink can be difficult for many individuals who are faced with social pressure, limited information about alcohol use, and often a lack of prior experience. It is important to know that there is a point at which what are often considered some of the desirable effects of alcohol (e.g. a sense of euphoria, increased social confidence, lowered inhibitions) diminish and undesirable effects (e.g. nausea, loss of motor control, depressed feelings) increase.

Understanding blood alcohol content (BAC) is helpful in determining where the plateau of desirable effects might be for individuals. BAC is estimated using a person's weight, sex, the number of standard drinks consumed (see the guide below for measuring standard drinks), and the time during which those drinks were consumed. BAC estimations do not account for an individual's metabolic rate or tolerance for alcohol. Remember that a standard drink for BAC calculation purposes may be different than what individuals may consider a typical amount of alcohol to consume.

[*Standard Drinks. A Teaching Tool*](#)
[*BAC Calculator*](#)

Health Risks Associated with Drugs:

According to the United States Drug Enforcement Agency:

“You hear about drugs on TV and in the movies, on the radio, in books and magazines, on the Internet, and in daily conversation with friends and peers. Some of the information is accurate, but a lot of it is not.

Here are a few realities to consider:

- You can’t predict the effect that a drug can have on you—especially if it’s the first time you try it, and even if it’s a small amount or dose. Everyone’s brain and body chemistry are different. Everyone’s tolerance for drugs is different.
- Using drugs can lead to abuse, addiction, serious health problems, and even death.
- Drugs that are legal—prescription and over-the counter (OTC) medications—can be just as dangerous as illegal drugs.

Drug Enforcement Administration (DEA) Drug Fact Sheets

Find out as much as you can about illegal and legal drugs and their effects on your body and brain. The more informed you are, the more confidently you can make the right decision about drugs. Read [DEA’s Drug Fact Sheets](#) and the DEA’s [Drugs of Abuse](#) publication for the latest information on:

Amphetamines	Heroin	Methadone
Barbiturates	Oxycodone	Methamphetamine
Bath Salts	Hydromorphone	Morphine
Benzodiazepines	Inhalants	Kratom
Cocaine	Ketamine	Opium
Barbiturates	Khat	PCP
Ecstasy	K2 or Spice	Peyote & Mescaline
GHB	LSD	Steroids (anabolic)
Hallucinogens	Marijuana	Stimulants

See also: [National Institute on Drug Abuse: The Science of Drug Abuse and Addiction](#)

Resources

For more information about drugs and alcohol please visit Middlebury’s Health and Wellness Education site on [Drugs](#) and [Alcohol](#) , including [alcohol safety strategies](#), [caffeinated alcoholic drinks](#), and the [warning signs of alcohol poisoning](#).

National resources and references on drugs and alcohol include:

[National Institute on Alcohol Abuse and Alcoholism:](#)

[College Drinking - Changing the Culture:](#)

[National Institute on Drug Abuse:](#)

[Higher Education Center for Alcohol and Other Drug Abuse and Violence Prevention:](#)

[The Partnership at Drugfree.org](#)

[Substance Abuse and Mental Health Services Administration:](#)

[Centers for Disease Control and Prevention:](#)

[Commonly Abused Drugs:](#)

[Drug Enforcement Administration:](#)

Care and Treatment

What can I do if I or someone I know has a drinking or drug abuse problem?

Consult your personal health care provider if you feel you or someone you know has a drinking problem. Other resources include the **National Drug and Alcohol Treatment Referral Routing Service** available at 1-800-662-HELP. This service can provide you with information about treatment programs in your local community and allow you to speak with someone about alcohol problems.

Middlebury's Vermont-Based Programs

[Parton Center for Health and Wellness](#) - Centeno House (Students)

[Health Service](#): 802.443.5135

[Counseling](#): 802.443.5141

[Brief Alcohol Screening for College Students](#) (BASICS): 802.443-5141

[Employee and Family Assistance Program](#): (1.800.828.6025) (faculty and staff)

[Alcoholics Anonymous/Local AA Meetings](#)

[Vermont Drug Treatment](#)

[Vermont Department of Health](#)

[Friends of Recovery-Vermont](#)

Bread Loaf School of English (Santa Fe, NM)

Alcoholics Anonymous
Central Office of Santa Fe Intergroup
505.982.8932
www.santafeaa.org

[A Better Today Recovery Services](#)

888.906.0952

Middlebury College Drug-Free Schools and Communities Act AOD Program Biennial Review

In addition, under the Drug Free Schools and Communities Act and regulations Middlebury conducts a biennial review that;

1. determines the effectiveness of Middlebury's AOD program and implements changes, if needed and
2. ensures consistent sanction enforcement for violations of Middlebury's Alcohol and Other Drugs Policy.

The Biennial Review and accompanying materials are maintained in the Dean of Students Office.

Weapons Policy

Middlebury College Weapons Policy

For the purposes of this policy, a *weapon* is defined as: any firearm, explosive, knife (with a blade six inches or longer in length or with blades less than six inches which, by design, can be used as weapons, such as switchblades or double-edged blades) or other object that has been designed with the intent to harm a person or deface property.

Weapons are prohibited on the Middlebury College and the Bread Loaf campus. Replicas of weapons are also prohibited unless they are possessed or stored in accordance to the Exceptions and Storage sections below. Discovery of a weapon in a College building, residence hall, on College grounds, locked in a vehicle on College grounds, or in the possession of a student or employee on campus, or any other violation of the weapons regulations, may result in confiscation of the weapon and disciplinary action against the owner and/or person in possession.

Exceptions

Matriculated students and students enrolled in a Middlebury College program and living on campus are permitted, in accordance with Vermont law, to possess weapons for hunting and related activities, such as target practice. A handgun is only allowed to be on campus if it is a duty weapon issued or authorized by the student-owner's employer. All weapons must be registered and stored with the Department of Public Safety.

Due to their realistic likeness to weapons and potential for causing community alarm, possession or use of toy or replica weapons in a College-sanctioned activity or academic program must be approved in advance by the director of Public Safety.

Storage

The Department of Public Safety provides weapon storage for the exceptions noted above.

- Storage is limited to one weapon per person.
- A Middlebury College weapon permit may be issued for one academic year or the length of the student's program.
- Owners must provide a soft case for the storage of their weapon.
 - If the weapon is a firearm, a chamber locking device must be provided and attached by the owner.
 - Owner's must claim and remove their weapon from campus at the close of the academic term or at the time they move out of campus student housing.
 - Any violation of this policy will result in the loss of the privilege to store a weapon on campus and may result in disciplinary action.
 - Any request to store more than one weapon must be submitted in writing to the director of Public Safety at least 15 business days prior to the start of the academic program.

Fire Safety Report

Fire Safety

The Ripton Volunteer Fire Department will respond to any report of fire at or near the Bread Loaf campus. Many of the Bread Loaf campus buildings are equipped with fire alarm systems that send a signal to the Public Safety Department on the main campus. For a complete list of fire safety systems, see the chart in this section of the document.

Fire Safety Education and Training programs

The Environmental Health and Safety coordinator and/or the Bread Loaf Campus manager(s) conduct trainings for faculty and staff during new employee orientation. All new employees are trained on fire safety and evacuation procedures. Annual training on fire safety, fire extinguisher and evacuation procedure is required for Facilities Services staff and Dining staff. Students will receive fire safety education during orientation.

Every guest room at Bread Loaf is equipped with emergency evacuation information including primary and secondary exit routes. These posters are located on the back of every guest room door.

To help prevent fires on campus, please observe the following:

- Keep room entries, exits, and hallways free of potential obstructions, such as boxes, bicycles, and mattresses.
- Don't overload outlets.
- Avoid using extension cords whenever possible.
- Don't build or place anything over the room's radiator that will disrupt the free flow of air around it.
- Always leave magnifying mirrors face down so they won't magnify sunlight.
- You may not use candles, halogen lamps, or portable heaters.
- Avoid hanging lights and paper together. Don't hang lights or streamers on the side of doors facing corridors.
- No smoking.
- For office spaces permitted to have Christmas trees, the tree must be properly treated and kept away from heat sources. You must turn off tree lights before leaving your office. Student rooms and suites may not have Christmas trees.

Fire Safety Systems

The buildings on the Bread Loaf campus are equipped with modern life-safety systems to ensure your safety and security. There are a variety of life-safety systems you should be aware of. Each residential building is equipped with two types of alarms: smoke and carbon monoxide.

Automated alarm systems are located in the Inn, the Annex, the Barn, Birch, Cherry, Larch, Maple, Treman, Tamarack, Frothingham, Gilmore and Dragon's Den.

All other Bread Loaf residential buildings are equipped with standard smoke and carbon-monoxide detectors. When in alarm, the siren will sound and a voice command will tell you to evacuate and will tell you "fire" or "carbon monoxide." For carbon-monoxide alarms, you must immediately evacuate. For fire alarms, please assess the situation. Do you see smoke or fire? If there's fire, evacuate immediately and call 911. Don't reenter the building until instructed to do so. If there's no smoke and no fire, but the alarm is sounding, please call the Bread Loaf emergency line (x 2911 or 802-443-2911).

The larger buildings are equipped with sprinkler systems which will activate if there's a fire. Please don't use sprinkler heads and pipes to hang items from. This can cause the sprinkler system to release water, which in turn can cause property damage.

Facilities Services regularly tests all of the sprinkler systems in the large dorms, as well as testing and annually cleaning all the fire-alarm systems. A College technician will be notified of any reported alarm or system trouble and test or repair systems on the Bread Loaf campus. These technicians annually are responsible for changing smoke detectors, and annually test exit signs, emergency lights, and fire extinguishers.

Central System: These systems sound at the building when activated and send a signal or alarm to the Public Safety alarm receiver at 125 South Main Street, Middlebury.

Unsupervised: Smoke or CO detectors are not connected to a fire panel. These devices are located in some small houses or residential rooms and provide an audible signal for the occupant.

If Middlebury determines in the future that improvements in fire safety should be made, it will implement such changes and, to the extent applicable, will reflect such changes in future annual fire safety reports.

Residential Facilities	911 Address		Bldg Use	Fire Alarm Panel Type						House System Device Type (Common				Student Room /Office Smoke Detection				Carbon Monoxide Detection				Sprinkler System	
				D-Dorm	FCI 72 (Conventional)	FCI 7200 (Addressable)	Mircor FA 300 (Conventional)	Mircor FX2000 (Addressable)	Fire Suppression Panel	Advance (Addressable)	Conventional Zone Addressable	120v Standalone Unsupervised	9v Battery Standalone	Battery Only Unsupervised	120v Unsupervised	120v Supervised	Central Building System	Wall Plug In Unsupervised	120v Smoke & C.O. Unsupervised	120v Smoke & C.O. Unsupervised	Location of Blue Light on Building	Full	
Barn East	106	College Cross Road	D				X				X	X			X			X	South entry by class room	X			
Birch	4311	Route 125	D			X					X				X			X		X			
Brady Brook	3988	Route 125	D										X		X								
Bridgeman	4274	Route 125	D										X		X								
Burdick	446	Deacon Hill	D										X		X								
Cherry	4289	Route 125	D			X					X			X			X	Front porch Rt. 125 side	X				
Cornwall	4260	Route 125	D										X		X								
Dragon's Den	3600	Route 125	D										X		X								
Earthworm	3915	Route 125	D										X		X								
Fritz	4166	Route 125	D										X		X								
Frothingham	4344	Route 125	D				X				X				X			X		X			
Gilmore	689	Steam Mill Road	D										X		X								
Homer Noble	573	Frost Farm Road	D										X			X							
Inn	4265	College Cross Road	D				X					X			X			X		X			
Larch	45	College Cross Road	D			X					X				X			X		X			
Maple	4343	Route 125	D			X					X							X	Front door RT. 125 side	X			
Maris	4180	Route 125	D										X		X								
Myhre	387	Steam Mill Road	D										X		X								
School House	13	Brooks Road	D										X		X								
Tamarack	4453	Route 125	D			X					X				X			X	East entry by parking area Front door RT. 125 side	X			
Treman	4290	Route 125	D				X				X				X			X					

As houses are renovated on the Bread Loaf campus the fire safety systems are updated. Fireplaces are updated from wood to gas systems as necessary. We currently have no plans for future improvement in the area of fire safety.

Fire Evacuation Drills

There have not been any fire drills conducted on the Bread Loaf campus. Starting in the summer of 2018 the Bread Loaf Campus manager will conduct fire drills for students staying at the Bread Loaf campus during the summer.

Fire Evacuation Procedure for Students and Employees

Familiarize yourself with your building's evacuation procedures. Locate the nearest exit and fire extinguisher.

- If you smell smoke or detect a fire, activate the nearest alarm, if possible, and call 911 from a safe location.
- In the event of a fire, the sirens will sound and the red light on the outside of your house will be flashing. Evacuate immediately and do not reenter the building until instructed to do so.
- In the event of a carbon-monoxide alarm, the sirens will sound and the blue light on the outside of your house will be flashing. Evacuate immediately and do not reenter the building until instructed to do so.
- Evacuate as soon as you hear the alarm.
- Before opening any door, use the back of your hand to test its temperature. Also check the doorknob's temperature. If either is hot, leave the door closed, stuff towels or clothes in the cracks, and open a window. Look for another exit.
- If the door isn't hot, open it slowly and be prepared to close it quickly if necessary.
- In a smoke-filled area, keep low to the floor to avoid inhaling smoke.
- If you see or smell smoke in a hall or stairway, use another exit.
- Close doors as you leave.
- Exit the building cautiously. Carry a towel or blanket to protect yourself from flames or smoke.
- If the exit is blocked, return to your room; close the door, open a window and call for help.
- If there's a fire, don't use any elevators.
- Report to your emergency assembly point and check in with your program host. Report anyone who might be missing.
- Do not re-enter the building until Bread Loaf maintenance staff or the Fire Department has indicated that it is safe to re-enter.
- Once you've safely evacuated, please call 911.

Bread Loaf has two evacuation sites. The Bread Loaf Inn Lobby for all buildings evacuation except if the emergency is at the Inn. The Bread Loaf Barn Main Social Space is the evacuation site for the Inn.

Fire Safety Residential Policies

Middlebury's policies on fire safety, prohibited items such as portable electronic devices, open flames, etc., are all contained in the College Handbook under Residential Policies.

The list of prohibited actions and items is as follows:

- Nothing may be hung from a sprinkler apparatus. The room entry and exit must be clear.
- Smoking is prohibited in all campus buildings, including the small residential houses. This includes porches, balconies, decks, or within 25 feet of any part of the building structure. E-cigarette smoking is also prohibited in campus buildings.
- Fire Safety violations include but are not limited to: possession of new or burned candles, incense, halogen lamps, portable heaters, string lights (with the exception of rope lights), dangerous chemicals, fireworks or hazardous materials.
- Fire safety violations also include blocking the means of egress, or hanging tapestries on more than two non-adjacent walls and/or the ceiling. Discovery of any of these violations will result in confiscation and disposal of the prohibited item, fines, and the possibility of additional disciplinary measures.
- Use of fire, or lighting a fire without an authorized fire permit, inside or outside of buildings, other than smoking in authorized outdoor spaces, is prohibited. The use of outdoor grills is limited to authorized locations at small houses and must be approved before use. The use of portable fire pits is prohibited.
- Tampering with fire- or life-safety equipment is prohibited and subject to fines. "Fire- and life-safety equipment" includes fire alarms, equipment, pull stations, extinguishers, and hydrants, smoke detectors, smoke detector batteries, carbon monoxide detectors, and sprinklers.
- Fire escapes may only be accessed during fire drills or a fire emergency.
- Failure to exit when the alarm is sounding will result in fines.
- Instructions for operating fireplaces are located near the fireplace in the building

Fire Log

Anytime that there is an incident of fire on the Bread Loaf, Ripton, Vermont campus, the information is recorded in the fire log. The logs are organized chronologically by year. Within each log, the incidents are organized chronologically by date, and the most recent occurrence is located at the bottom of the list. The Fire Log is open to the public during scheduled business hours at 125 South Main Street.

Fire Safety Statistics

Table 9. Statistics and Related Information Regarding Fires in Residential Facilities

RESIDENTIAL FACILITIES	911 ADDRESS	TOTAL FIRES IN EACH BUILDING	FIRE NUMBER	CAUSE OF FIRE	NO. OF INJURIES REQUIRING TREATMENT AT A MEDICAL FACILITY	NO. OF DEATHS RELATED TO FIRE	VALUE OF PROPERTY DAMAGE CAUSED BY FIRE
Bread Loaf, Ripton, Vermont Campus 2016							
Annex	4265 Rte. 125	0	0	0	0	0	0
Barn East	106 College Cross Road	0	0	0	0	0	0
Birch	4311 Rte 125	0	0	0	0	0	0
Brandy Brook	3988 Rte. 125	0	0	0	0	0	0
Bridgman	4274 Rte. 125	0	0	0	0	0	0
Burdick	446 Deacon Hill Rd.	0	0	0	0	0	0
Cherry	4289 Rte. 125	0	0	0	0	0	0
Cornwall	4260 Rte. 125	0	0	0	0	0	0
Dragon's Den	3600 Rte. 125	0	0	0	0	0	0
Earthworm	3915 Rte. 125	0	0	0	0	0	0
Frost Farm House	537 Frost Road	0	0	0	0	0	0
Frothingham	4344 Rte. 125	0	0	0	0	0	0
Gilmore	689 Steam Mill Rd.	0	0	0	0	0	0
Inn	4229 Rte. 125	0	0	0	0	0	0
Larch	45 College Cross Rd.	0	0	0	0	0	0
Maple	4343 Rte. 125	0	0	0	0	0	0
Maris	4180 Rte. 125	0	0	0	0	0	0
School House	13 Brooks Rd.	0	0	0	0	0	0
Tamarack	4453 Rte. 125	0	0	0	0	0	0
Treman	4290 Rte. 125	0	0	0	0	0	0
Bread Loaf, Ripton, Vermont Campus 2017							
Annex	4265 Rte. 125	0	0	0	0	0	0
Barn East	106 College Cross Road	0	0	0	0	0	0
Birch	4311 Rte 125	0	0	0	0	0	0
Brandy Brook	3988 Rte. 125	0	0	0	0	0	0
Bridgman	4274 Rte. 125	0	0	0	0	0	0

Table 9. Statistics and Related Information Regarding Fires in Residential Facilities (Continued)

RESIDENTIAL FACILITIES	911 ADDRESS	TOTAL FIRES IN EACH BUILDING	FIRE NUMBER	CAUSE OF FIRE	NO. OF INJURIES REQUIRING TREATMENT AT A MEDICAL FACILITY	NO. OF DEATHS RELATED TO FIRE	VALUE OF PROPERTY DAMAGE CAUSED BY FIRE
Bread Loaf, Ripton, Vermont Campus 2017							
Burdick	446 Deacon Hill Rd.	0	0	0	0	0	0
Burgin Lodge	Bread Loaf Conservation Area	0	0	0	0	0	0
Cherry	4289 Rte. 125	0	0	0	0	0	0
Cornwall	4260 Rte. 125	0	0	0	0	0	0
Dragon's Den	3600 Rte. 125	0	0	0	0	0	0
Earthworm	3915 Rte. 125	0	0	0	0	0	0
Frost Farm House	537 Frost Road	0	0	0	0	0	0
Frothingham	4344 Rte. 125	0	0	0	0	0	0
Gilmore	689 Steam Mill Rd.	0	0	0	0	0	0
Inn	4229 Rte. 125	0	0	0	0	0	0
Larch	45 College Cross Rd.	0	0	0	0	0	0
Maple	4343 Rte. 125	0	0	0	0	0	0
Maris	4180 Rte. 125	0	0	0	0	0	0
School House	13 Brooks Rd.	0	0	0	0	0	0
Tamarack	4453 Rte. 125	0	0	0	0	0	0
Treman	4290 Rte. 125	0	0	0	0	0	0
Bread Loaf, Ripton, Vermont Campus 2018							
Annex	4265 Rte. 125	0	0	0	0	0	0
Barn East	106 College Cross Rd.	0	0	0	0	0	0
Birch	4311 Rte 125	0	0	0	0	0	0
Brandy Brook	3988 Rte. 125	0	0	0	0	0	0
Bridgman	4274 Rte. 125	0	0	0	0	0	0
Burdick	446 Deacon Hill Rd.	0	0	0	0	0	0
Cherry	4289 Rte. 125	0	0	0	0	0	0
Cornwall	4260 Rte. 125	0	0	0	0	0	0
Dragon's Den	3600 Rte. 125	0	0	0	0	0	0
Earthworm	3915 Rte. 125	0	0	0	0	0	0

Table 9. Statistics and Related Information Regarding Fires in Residential Facilities (Continued)

RESIDENTIAL FACILITIES	911 ADDRESS	TOTAL FIRES IN EACH BUILDING	FIRE NUMBER	CAUSE OF FIRE	NO. OF INJURIES REQUIRING TREATMENT AT A MEDICAL FACILITY	NO. OF DEATHS RELATED TO FIRE	VALUE OF PROPERTY DAMAGE CAUSED BY FIRE
Bread Loaf, Ripton, Vermont Campus 2018							
Frost Farm House	537 Frost Road	0	0	0	0	0	0
Frothingham	4344 Rte. 125	0	0	0	0	0	0
Gilmore	689 Steam Mill Rd.	0	0	0	0	0	0
Inn	4229 Rte. 125	0	0	0	0	0	0
Larch	45 College Cross Rd.	0	0	0	0	0	0
Maple	4343 Rte. 125	0	0	0	0	0	0
Maris	4180 Rte. 125	0	0	0	0	0	0
School House	13 Brooks Rd.	0	0	0	0	0	0
Tamarack	4453 Rte. 125	0	0	0	0	0	0
Treman	4290 Rte. 125	0	0	0	0	0	0

Reporting Fires

Emergencies: dial 911.

Students and employees should also report fires to any of the following Middlebury officials:

Department of Public Safety

Middlebury College
125 Main Street
Middlebury, VT 05753
802.443.5133 (Business Line)
802.443.5911 (Emergency Line)
publicsafety@middlebury.edu

Emily Bartels, Director

4229 Ripton, Route 125
Middlebury, VT 05753
802.443.5418
ebartels@middlebury.edu

Lyndon Dominique, Associate Director

4265 Ripton, Route 125
Middlebury, VT 05753
802.443.5418
ldominique@middlebury.edu

Justin Allen
Facilities Services-Bread Loaf
Bread Loaf Campus
Middlebury, VT 05753
802.443.2762
jvallen@middlebury.edu

Supplemental Information for Bread Loaf New Mexico and Oxford, England Sites

Bread Loaf School of English, St. Johns College, Santa Fe, New Mexico

Holly Laird and Lars Engle, On-site Directors
Office: 102 Anderson
505.995.4084
Holly_Laird@breadnet.middlebury.edu
Lars_Engle@breadnet.middlebury.edu

Karen Browne, Campus coordinator
Office: 802.443.5418
karen_browne@breadnet.middlebury.edu

Alfredo Lujan, Director's assistant
Office: 102 Anderson
505.995.4084 (cell) 505.670.2339
Lodging: Anderson 202L/R 505-995-4093
alfredo_lujan@breadnet.middlebury.edu

EMERGENCY CONTACTS – Santa Fe, New Mexico

Ambulance, Police, or Fire Department: **911**

Campus Security: ext. “0” or **984-6025**

Santa Fe Police Department non-emergency: **505.428.3710**

Santa Fe Crisis Response: **888.920.6333**

Santa Fe Rape Crisis and Trauma Center: **800.721.7273**

In a medical, life-threatening emergency, those needing assistance should call 911, giving the location on the St. John’s Campus. Anyone feeling threatened in any other way can call Security on campus at extension “0”. This call should be followed this up with a call to the Bread Loaf office, extension 4084. For an after-hours emergency, contact the staff in their rooms. Their contact information will be posted at the beginning of the session and is listed above.

CAMPUS OFFICE

Phone: 505.995.4084

The Bread Loaf office handles academic, employment, and student life issues, schedules appointments with the director, helps with photocopying and assists in other ways as needed. Students should feel free to stop by the office any time. The staff is always happy to assist and answer questions.

CONFERENCE SERVICE OFFICE, ST. JOHN'S COLLEGE

Phone: 505.984.6024

Hours: Monday–Friday 9 a.m.–5:30 p.m.

Saturday –Sunday and after hours call: 505.231-2048

Jim Williams, Director

Office: 505.984.6023

SantaFe.ConfServ@sjc.edu

Angela Finnes, Assistant

Office: 505.984.6024

SantaFe.ConfServ@sjc.edu

The Conference Services office, located under the portal in the Lower Dorms area (#24 on the campus map), handles all residence and physical plant matters; (those living off-campus should refer such matters to their landlords.)

For additional safety and security information on the St. John's College campus please see the [St. John's College Annual Safety, Security and Fire Safety Report](#).

Bread Loaf School of English, Oxford, England

Emergency Reporting

PORTER'S LODGE, LINCOLN COLLEGE: 011.44.1865.279800 (from U.S.)

Open 24 hours a day, seven days a week

The Lincoln College Porter's Lodge serves as the first emergency point of contact and the center for all communications at the College. When possible, the Porter's Lodge should be contacted first in the event of an emergency; otherwise, dial 999, and then notify the Porter. In the case of fire, students should sound the alarm, which will automatically notify the Porter's Lodge, and then dial 999. Fire emergency instructions are posted in each student room.

The Porter's Lodge is also where you should report all emergency housing maintenance issues (such as a flood). Please report minor housing maintenance issues to the Bread Loaf office.

EMERGENCY CONTACTS – Oxford, England

Ambulance, Police, or Fire Department: **999**

Porter's Lodge: **1865.279800**

King Edward Street Practice of Lincoln College Physician: **1865.242657**

John Radcliffe Hospital: **1865.741166**

Fire Safety and Evacuation Information

Please familiarize yourself with the Fire Action information in your room so that you know what to do in the event of an alarm. Fire alarms on main site and staircase 15 are tested every Monday at 9am. Should this alarm sound continuously please evacuate the College as per the guidelines in your room; **the fire assembly point is in the Lincoln College garage - opposite the main entrance to the College**. If you find it difficult to follow the evacuation procedures at any time, please notify the Bread Loaf office and ask them to contact the Lincoln College Domestic Operations Manager.

Please do not smoke in your rooms. Smoking is permitted in Grove; please dispose of your cigarette ends responsibly by using the bins provided.

Other Safety Information

The Lodge is staffed 24 hours per day and the Porters are a very useful source of information about the College. The main gate on Turl Street normally closes at 8:00 p.m. and opens at approximately 6:00 a.m. During this time please use your swipe card for entry, or ring the doorbell (on the right hand side of the gate) to alert the Porter to your arrival.

Lincoln College strongly advises you to keep your room locked when not occupied. Please also ensure that doors which open onto the street close properly behind you as you enter and leave the college to prevent tailgaters.

Other Contact Information

In addition to the emergency reporting information above, crimes, fires and other emergency information should also be reported to the Head Tutor and/or, campus coordinator.

Jeri Johnson, Head Tutor

Exeter College

Oxford OX2 3DP

United Kingdom

011.44.1865.279608

Jeri.johnson@exeter.ox.ac.uk

Dianne Baroz, Campus Coordinator

Office: 802.443.5277

dianne_baroz@breadnet.middlebury.edu

Head tutor's Assistants

Joan Weber (joanweberteacher@gmail.com)

Emily Zdyrko (emily_zdyrko@breadnet.middlebury.edu)

CAMPUS OFFICE: Phone - 011.44.1865.279819 (from U.S.)

Staircase VII, Chapel Quad

The Bread Loaf office handles academic and student life issues, schedules appointments with the head tutor, and assists in other ways as needed.

Bread Loaf Campus Map (Ripton, VT)



Bread Loaf Campus hosts a variety of programs throughout the year. During the summer months, Bread Loaf is the home of the Bread Loaf School of English and the Writers' Conference. During the winter, the Rikert Ski Touring Center sets up shop in Barn East. Spring and fall bring a variety of other events to Bread Loaf.

[Middlebury College and the Bread Loaf Campus Maps](#) can be found online

